

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

Office of the VC & MD,
RTC House, PNBS, Vijayawada,
Date: 15.04.2025.

No.T1/70(03)/2024-HRD&W

To

**All the Unit Officers of the Corporation,
APSRTC.**

Sub: Circulars & Notifications - Preparation and circulation of gist of Circulars/
Notifications issued by various departments from Head Office – Communication of
gist – Reg.

All the Circulars/ Notifications issued by various departments in Head office for the 1st
quarter of the year 2025 i.e. 01.01.2025 to 31.03.2025 are uploaded in to apsrinfo.com
portal.

In this regard, the consolidated gist of Circulars/ Notifications is furnished overleaf for
easy reference to the Officers & Staff in attending day today works.


**Chief Manager(P) &
Board Secretary**

Statement showing the Gist of Circulars/Notifications issued in APPTD(APSRTC) for the period from 01.01.2025 to 31.03.2025				
Sl. No.	Department	Circular/Notification	Number, date and issued by	Gist
1	PD	Notification	No.PD-01/2025	Not released
2	PD	Notification	No.PD-02/2025, dated 08.01.2025 of ED(A)	HOLIDAYS -Holidays for Contract/Casual employees of APSRTC for the year 2025 - Communication - Reg
3	PD	Notification	No.PD-03/2025, dated 17.01.2025 of ED(A)	Pension Benefits - PTD - Implementation of Pensionary benefits to APSRTC Employees absorbed into Govt. Service, PTD on 01.01.2020 - Compressive guidelines for opening PRAN Accounts to the employees who opted for CPS - Issued - Reg.
4	PD	Notification	No.PD-04/2025, dated 20.01.2025 of ED(A)	HOLIDAYS -Holidays/National Offs for employees of AP Public Transport Department working in Industrial Establishments, Zonal Workshops, Zonal Stores, Tyre Retreading Shops and Traffic & Garage Wings of APSRTC for the year 2025 - Communication - Reg.
5	PD	Notification	No.PD-05/2025, dated 23.01.2025 of ED(A)	COMPASSIONATE APPOINTMENTS - Compassionate Appointments to the eligible dependant family members of APSRTC employees deceased Prior to 31.12.2015, while in service- Instructions - Issued - Reg.
6	PD	Notification	No.PD-06/2025, dated 27.01.2025 of CM(P)&BS	ESTABLISHMENT - Outsourced Para Medical Staff in the Medical Department of APSRTC - Change from Semi-skilled to Skilled category - Communicated - Reg.
7	PD	Letter	No.Ea/209(01)/2017-PD, dated 27.01.2025 of ED(A)	Intoxication - Checking of employees to attending to duties in intoxication condition with Breath Analyser - Instructions - Issued - Reg.
8	PD	Notification	No.PD-07/2025, dated 30.01.2025 of ED(A)	SAC - MA & UD Department - "Swarna Andhra - Swachh Andhra" - Designation 3rd Saturday of every month a "Swachh Andhra Day" - Instructions - Issued - Reg.
9	PD	Notification	No.PD-08/2025, dated 06.02.2025 of CM(P)	OUTSOURCING - Payment of wages to retired employees engaged on outsourcing basis-Standardizing of wages notified by Labour Department based on the employee cadre prior to retirement -Notification - Reg.
10	PD	Notification	No.PD-08/2025, dated 06.03.2025 of CM(P)	International Women's day - Celebratin of International Women's day on 8th March 2025 in APPTD(APSRTC) - Instructions - Reg.
11	PD	Notification	No.PD-09/2025, dated 12.03.2025 of ED(A)	TEST AUDIT - Test Audit Paras on the matters related to Personnel Department -General Instructions - Reg.
12	PD	Notification	No.PD-11/2025, dated 25.03.2025 of ED(A)	ALLOWANCES - Drawal of yearly allowances to the APPTD Employees in the month of April - Notification - Issued - Reg.
13	PD	Notification	PD-12/2025, dated 27.03.2025 of ED(A)	MEDICAL INVALIDATION - Provision of Compassionate Appointments to the dependents of APPTD Employees who were retired on medical grounds as per APSRTC Medical Procedures, but preliminarily identified as suffering from one of the 07 notified diseases in terms of the G.O.Ms. No. 661, GA(Ser.G), dated 23.10.2008 - Notification - Issued - Reg.
14	OPD	Circular	No.01/2025-OPD(CSC), Dt.11.01.2025	Road Safety - Observance of Road Safety Month from 16.01.2025 to 15.-2.2025- Instructions - Issued- Reg.
15	OPD	Circular	No.01/2025-OPD(C), Dt.11.02.2025 of OSD(C&L)	APSRTC Logistics - Extension of term of existing Authorised Parcel Booking(APB) Agents and enrollment of new APB Agents - Issue of Guidelines- Reg.
16	OPD	Circular	No. 02/2025-OPD(T), Dt 02.03.2025	TARGETS - Operational Targets for the year 2025-26 - Communicated - Reg.
17	OPD	Circular	No.01/2025-OPD(CMIS), Dt.20.03.2025 of ED(0)	VEHICLES - Inventory of Vehicles and seats as on mid-night of 31st March 2025 - Particulars called for - Reg.
18	MED	Circular	JOINT PD&MED CIRCULAR NO. 01/2025-MED, dated 29.01.2025 of VC&MD	OUT SOURING - Outsourcing the jobs of Mechanics/Artisans & Asst.Mechanics of the Depot Garages through Out-side Manpower supply Agency - Selection of outsourced Mechanic/Artisan/Assistant Mechanics - Instructions - Issued - Reg.
19	MED	Circular	NO. 02/2025-MED, dated 25.02.2025 of EDC	KMPL SAATHANA COMMITTEE - Formation of KMPL SAADHANA COMMITTEE at Depot level, to achieve better KMPL on systematic approach - Issue of Instructions - Reg.
20	MED	Circular	NO. 03/2025-MED, dated 06.03.2025 of EDC	MAINTENANCE - Induction of Tata LPO 1618, 57 WB 5 Liters BS-VI OBD-II buses with 4 Cylinder Engines - Sallent feature and maintenance aspects - Communicated - Reg.
