

P.A.C. 24

PUBLIC ACCOUNTS COMMITTEE 1957 58

(SECOND LOK SABHA)

Fifth Report

**(ACCOUNTS OF THE DELHI ROAD TRANSPORT
AUTHORITY FOR THE YEAR 1954-55 AND
AUDIT REPORT THEREON)**



P.A.C. 13

**LOK SABHA SECRETARIAT
NEW DELHI**

April, 1958

Price Rs. 1.56

CORRIGENDA

Fifth Report of the Public Accounts Committee, 1957-58, on Accounts of the Delhi Road Transport Authority for the year 1954-55 and Audit Report thereon.

Page 1, para 1, line 3, for '377, 20' read '3,77,820'

line 5. after 'compared to' insert 'Rs.'

Page 1, para 2, line 4. after 'com-' insert 'pared to Rs. 0-10-7 for the previous year. This increase'

Page 4, heading above para 11, line 3. for 'shops' read 'shop'

Page 4, para 11, 4th line from bottom. for 'Workahops' read 'Workahop'

Page 5, para 12 line 7. for 'sick' read 'sick'

Page 8, para 19, line 5. after 'Delhi' insert 'Road'

Page 9, para 22, line 7, for 'Dispute' read 'Disputes'

Page 10, para 27, line 1. for 'earn' read 'earns'

Page 11, para 28, second line from bottom, for 'authority' read 'Authority'

Page 22, 5th line 3 from bottom, after 'Chief Commjassioner' insert ','

Page 24, para 44, line 3, for 'il' read 'oil'

[P.T.O.]

Page 27, para 55, line 1, for 'consider' read 'considered'

Page 27, foot-note, for 'Forty-second' read 'Forty-third'
for 'Appropriation' read 'Appropriation'

Page 120, S.No. 2, line 2, after 'taken' insert 'or'

Page 123, S.No. 11, line 1, after 'stand' insert ' '

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COMPOSITION OF THE PUBLIC ACCOUNTS COMMITTEE 1957-58

Shri T. N. Singh—*Chairman*.

Members

2. Shri Ram Subhag Singh
3. Shri N. C. Laskar
4. Shri N. G. Ranga
5. Shri Radhelal Vyas
6. Shri A. C. Guha
7. Shri N. R. M. Swamy.
8. Shri Upendranath Barman
9. Shri J. M. Mohamed Imam
10. Shri H. C. Dasappa
- *11. Shrimati Tarkeshwari Sinha
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16. Shrimati Pushpalata Das.
17. Shri P. T. Leuva
- †18. Shri Shyam Dhar Misra
- †19. Shri R. M. Deshmukh
20. Shri M. Govinda Reddy
21. Shri Jaswant Singh
22. Shri J. V. K. Vallabharao.

SECRETARIAT

1. Shri S. L. Shakdher—*Joint Secretary*.
2. Shri V. Subramanian—*Deputy Secretary*.
3. Shri M. C. Chawla—*Under Secretary*.

*Ceased to be Member of the Committee on appointment as Deputy Minister with effect from the 2nd April, 1958 under Rule 309 (1) of the Rules of Procedure and Conduct of Business in Lok Sabha.

†Ceased to be members of the Committee with effect from the 3rd April, 1958 consequent on retirement from the Rajya Sabha.

INTRODUCTION

1. Chairman of the Public Accounts Committee, having been authorised by the Committee to submit the Report on their behalf, present this Fifth Report on the Delhi Road Transport Authority.

2. The Accounts of the D.R.T.A. for the year 1954-55 and Audit Report thereon were laid on the Table of the House on the 15th May, 1957. The Committee examined these Accounts and the Audit Report at their sittings held on the 6th and 7th September, 1957.

3. This Report deals at some length with the questions of operational efficiency, Stores, Workshop management and labour problems. Despite the recommendations made by this Committee from time to time the stores balances have remained unreconciled for the last five years. When the Committee examined the Ministry's representatives in September, 1957 they had directed that the stores balances must be reconciled within three months. Though nearly six months have passed, no information has been received by the Committee about the progress made in this direction. *The manner in which recommendations of this Committee have been attended to by the Authority and the Ministry have compelled the Committee to draw the special attention of the Parliament to this very important question.*

4. The 20th Report of this Committee relating to the D.R.T.A. was published in September, 1956. Government were able to submit their statements on the action proposed to be taken by them on these recommendations after a lapse of nearly two years in two instalments in February and March, 1958 (Appendix VII). The late submission of these statements, when the Committee were in the closing stages of their work, has prevented their consideration by the Committee. *They, therefore, reserve their comments on the merits or otherwise of the various issues raised therein.*

The D.R.T.A. has now been transferred to the control of the newly-formed Delhi Municipal Corporation. *The Committee trust that this transfer will not in any way affect the implementation by the authorities concerned in the new set-up of the recommendations made by the Committee so far.*

5. It has been found in one of the notes furnished to the Committee pursuant to action taken on the recommendations made in the 20th Report showing details of trips scheduled, missed etc., that the statements endorsed thereto needed modifications and that there were discrepancies which had yet to be reconciled. *The Committee do not appreciate why the Ministry should have forwarded such information about the accuracy of which they themselves were in doubt.*

(iii)

The Committee need hardly emphasize that it is essential for the Ministries to furnish to the Committee, complete and correct information duly vetted by Audit as otherwise the Committee would be handicapped in coming to correct conclusions. The Committee would like the Ministries to exercise special care while forwarding notes to them.

6. A novel practice was followed by the D.R.T.A. when the copy of the Accounts for the year 1954-55 and Audit Report thereon were laid on the Table of the House. *The D.R.T.A. also printed along with these accounts their own observations on the Audit Report. This is highly objectionable and contrary to all conventions. Explanations and observations on the Audit Reports by the Executive should always be submitted to the Public Accounts Committee in the first instance. The Ministry's explanation was that this lapse was due to oversight and inexperience of the officer who dealt with this matter. It is hoped that in future this practice will not recur. The Committee suggest that a senior officer in each Ministry should be assigned the task of dealing with the presentation to Parliament of such Accounts, Reports and other papers in pursuance of the provisions contained in the Act passed by Parliament.*

7. A statement showing the summary of the principal recommendations of the Committee is appended to the Report (Appendix VIII).

8. The Committee place on record their appreciation of the assistance rendered to them in their examination of these Accounts by the Comptroller and Auditor General of India.

NEW DELHI;
The 5th April, 1958.

T. N. SINGH,
*Chairman,
Public Accounts Committee.*

FINANCIAL REVIEW ON THE ACCOUNTS FOR THE YEAR 1954-55

BUS DIVISION

Income

In the year under review, income from passenger traffic was Rs. 90.3 lakhs as compared to Rs. 80.79 lakhs in the preceding year. The total bus miles operated during the year increased by 3,77,820 from the previous year (83,97,702). The traffic income per bus mile this year was Rs. 1-0-6 as compared to 0-15-5 per bus mile in the year 1953-54.

The number of passengers carried during the year (4,64,52,812) showed an increase of about 15 per cent. over the preceding year (4,03,21,300). The miscellaneous income, however, registered a decrease of Rs. 0.40 lakhs as compared to the previous year which was mainly due to lesser receipts on account of sales of scrap and condemned vehicles.

Expenditure

Operation Charges

2. The expenditure under operational account during the year 1954-55 amounted to Rs. 58,35,848 against Rs. 55,63,683 in the year 1953-54. The operation charges per bus mile worked out to Rs. 0-10-8 for the year as compared to Rs. 0-10-0 in the year 1953-54. The increase was due to increased expenditure under stores owing to additional repairs and replacements made to certain buses. The gross profit transferred to profit and loss account was Rs. 31,94,996 as compared to Rs. 25,14,853 in 1953-54.

Other Charges

3. The other charges booked under Profit and Loss Account for the year 1954-55 amounted to Rs. 31,95,677 as compared to Rs. 26,10,515 in 1953-54. The increase in expenditure during the year has been explained as mainly due to pay and allowances to the additional staff engaged to cope with the increased work and owing to payment of arrears of overtime to operational staff with retrospective effect as a result of 50 per cent. merger of dearness allowance in the pay.

The indirect charges per bus mile for 1954-55 worked out to Rs. 0-5-10 per mile as compared to Rs. 0-5-0 in 1953-54. The

financial results of the working of the year under review showed a net surplus of Rs. 3,68,907 as compared to Rs. 3,14,550 for 1953-54.

The Committee note that although there had been an increase in the traffic income per bus mile, the same has been offset by an increase in the expenditure per bus mile by exactly the same amount which worked out in both cases to Rs. 1-0-6 per bus mile.

4. In the course of evidence explaining the steps taken by the D.R.T.A. to prevent the leakage of revenue in the form of misappropriation of income by the Bus Conductors by the non-issue of tickets to passengers or ticketless travel, the representative of the Ministry stated that the D.R.T.A. had recently increased the number of Inspectors from 124 to 160 and were also taking strong disciplinary action as soon as any report of misappropriation on the part of a bus-conductor was received.

5. *In the opinion of the Committee a public undertaking like the D.R.T.A. should endeavour to maintain greater efficiency at lesser costs and not the opposite. They would, therefore, impress upon the authorities the desirability of effecting improvements in this regard so that the operational charges are kept to the minimum level compatible with the efficient running of the services.*

6. The Committee have no doubt that the measures taken have not succeeded and there still exists much scope for plugging this leakage. *The Committee, therefore, suggest that the D.R.T.A. should launch an all-out drive to stop the practice of ticketless travelling by the public by resorting to surprise checks and prosecuting the offenders.*

II STORES

PARA 6 OF AUDIT REPORT—PHYSICAL VERIFICATION OF STORES

7. According to the Audit Report, physical verification of stores conducted in March and April, 1953 revealed excesses and shortages to the tune of Rs. 1,95,782 and Rs. 1,39,235 respectively. The Committee were distressed to note that though the discrepancies were noticed more than 5 years ago, the investigation was stated to be still incomplete. The difficulties in the way of investigation have been largely increased by the lapse of time. In a note explaining the reasons for the delay and also the result of physical verification of stores with reference to the ledger balances, the amount and nature of discrepancies noticed as a result of stock verification and the way in which these were proposed to be reconciled, called for by the Committee (Appendix I), the Ministry have stated that Government were not satisfied with the following explanations given by the General Manager, D.T.S. for the delay in reconciliation of the discrepancies:

- (i) Change over from petrol driven vehicles to the large diesel driven fleet and such increase in the fleet from 247 on 31st March, 1953 to 400 by November, 1955 and to 488 by November, 1957 resulting in tremendous increase in the number of items of stores handled by the Stores Department.
- (ii) The discrepancies covered the period of five years since 1948-49. Due to lapse of time and seemingly intractable nature of some of the cases of discrepancies, considerable time and labour had to be expended on such items.
- (iii) A great deal of labour and work was involved in putting the Stores Department on a proper footing.

The Ministry have further stated that the reconciliation work has almost been completed now and the General Manager proposed to finalise this in consultation with Audit.

8. According to the subsequent note received from the Ministry, it appears that the store balances are today incapable of reconciliation owing to the job cards not being available. The Ministry have also added that even if the job cards could be traced, it is doubtful whether the items in question could be traced back to the job cards. *This only confirms what the Committee have been repeatedly saying in the past, namely, that the accounts are allowed to remain unreconciled for long periods till a stage is reached when one has only to write off the losses without investigation. It is needless to say that such things lead to inefficiency as well as loss of public money.*

9. As regards the physical verification of stores, it has been stated that excesses and shortages to the extent of Rs. 1,95,782 and Rs. 1,39,235 respectively were discovered. However, as a result of a further check, discrepancies worth Rs. 1,84,186 are stated to have been reconciled. After this reconciliation, there would still be excesses and deficits of the value of Rs. 11,896 and Rs. 10,597 respectively. The Committee are, however, informed by the Director of Commercial Audit that the reconciliation stated to have been done in respect of stores worth Rs. 1,84,186 has not been properly done and several instances have been noticed in audit in which adjustment of shortages and excesses have been carried out against dissimilar items and the General Manager, D.T.S., has accordingly been asked to revise the figures regarding the adjustments of discrepancies and balances left over as unreconciled.

10. The facts mentioned above are a sad commentary on the maintenance of stores accounts by the D.R.T.A. *The Committee strongly deprecate the complacency shown by the D.R.T.A. authorities in the matter of accounting of stores amounting to lakhs of rupees. The Committee agree with the Ministry that the explanation given by the General Manager is altogether unacceptable and trust that the Ministry would take appropriate measures immediately to set matters right.*

PARA. 3 OF AUDIT REPORT PART II—HOLDING UP OF BUSES AND DELAY IN THE EXECUTION OF THE JOBS IN THE CENTRAL WORKSHOPS FOR WANT OF SPARE PARTS.

11. The strength of the effective fleet of buses with the D.R.T.A. at the beginning and the end of the year 1954-55 was as under:—

	As on 1-4-1954	As on 31-3-1955
(i) Albion	42	42
(ii) Leyland	118	154
(iii) Bedford	30	30
(iv) Guy Arab	19	35
(v) Scania Vabis	—	5
TOTAL	209	266

It has been disclosed in the Audit Report that although the strength of the roadworthy buses was 266 on the 31st March, 1955, the average number of buses on the road varied from 189 to 210 and the average for the whole year worked out to 199 buses per day. Further, as many as 46 buses had been held up in the Central Workshops for repairs for fairly long periods varying from one to four months for want of spare parts and other stores. As many as 84 buses were lying idle waiting for repairs at the Central Workshop on 30th June,

1955 resulting in the loss of revenue of Rs. 10,390 approximately per day. No effective steps have been taken by the Authority to procure the spare parts and other stores.

The representative of the Ministry admitted in the course of evidence that the standard of maintenance was not as good as it should have been. He stated that the present position was due to the fact that spare parts of certain types of buses which were not being used in any other part of the country were not available—a statement which only confirms the earlier criticism made by the Public Accounts Committee regarding the choice of vehicles purchased from time to time—and also that the workshop was still in the process of completion and not fully equipped. The representative, however, expressed the hope that there would be no difficulty regarding the availability of spare parts after three months. He also stated that Rs. 12 lakhs had already been spent on the building of workshops etc.

12. At the instance of the Committee the Ministry of Transport have given the details regarding missed trips (Appendix II). From a statement showing the "sick" vehicles during the year 1956-57 called for by the Committee, they note that the percentage of "sick" vehicles range between 18.00 to 24.25 during the year. In other words, out of a total fleet of 400 buses, as many as 72 to 97 buses have been on the sick list and the position has not shown any improvement. In another Note regarding the availability of spare parts (Appendix III) the Ministry have stated that 'there has been no intelligent planning to maintain an adequate reserve of spare parts in anticipation and there has been lack of appreciation of the importance of arranging the procurement of spare parts at the time of placing the order'. Steps are being taken to remedy the position, the main steps being action taken to procure for the D.R.T.A. release of foreign exchange to the extent of Rs. 1.26 lakhs and a licence to import spare parts of this value. Yet another statement showing the number of trips missed in a month called for by the Committee presents a more dismal picture of the working of the D.R.T.A. According to this statement, while the average number of trips scheduled daily in one month e.g. June, 1957 was 3,619 the average number of trips operated daily was 3,316.

The Committee are assured by the Ministry that in future, availability of spare parts would be ensured by placing bulk orders at the time of ordering of new chassis; presently they have issued instructions to the Authority to follow a scientific method in stocking and supplementing spare parts. In placing orders for spare parts, care should be taken to see that necessary balance is maintained between the fast-moving and slow-moving spare parts.

Turning to the provision of adequate workshop facilities for servicing, repairs and maintenance of the fleet, the Committee would observe that the Committee of 1955-56 were assured early in 1956 that the Workshop was then in full possession of all the spare parts

needed for carrying out repairs to the "sick" buses. The position as now stated by the representative of the Ministry is in conflict with the statements made in the past. *The Committee regret to point out that over-optimistic statements of this nature do not enhance the reputation of an undertaking, especially as it is in the public sector.*

13. This malady of missing trips and the detention of large number of buses in the "sick lines" has been attributed to the non-availability of spare parts in respect of vehicles of a certain make which are no longer in use now-a-days. The Committee desired to know the steps taken to remedy the situation. In evidence, they were informed by the Secretary, Ministry of Transport that two representatives of Ashok Leylands were at that time visiting the Workshops and it was expected that this firm would be able to supply the necessary spare parts and if found necessary, they would place orders direct or through the D.G.S. & D. and try to get the spare parts as far as they could.

14. *The Committee trust that with the old model of buses taken off the road on completing their normal life and with the new technique of stocking spare parts for the new models since introduced, the percentage of "sick" vehicles would go down considerably and the maximum number of the vehicles will be put on the road.*

15. While on the subject of "sick" vehicles and missing trips, the Committee would like to refer the position of stand-by vehicles. The Committee were informed that owing to the large number of "sick" buses with the D.R.T.A., it had not been possible for the Authority to keep some buses specifically as stand-by. In case of a special pressure on a particular point on any of the routes, the practice so far has been to find buses by curtailing services on other routes or requisitioning buses lying in the Workshops for minor repairs. In the opinion of the Committee this arrangement is not satisfactory. *They feel that there should always be stand by buses available for such eventualities which should not be met by curtailing any scheduled service for the time being to the detriment of the public travelling by that route.*

III WORKSHOP

REPORT OF THE I.L.O. EXPERT

16. The Government had obtained the services of an International Labour Organisation Productivity Expert to advise on the improvement in the D.T.S. workshops. The Committee in their Twentieth Report had called for the Report submitted by this Expert as also the action taken thereon by the D.R.T.A. In a Note furnished to the Committee at their instance the Ministry had stated that the I.L.O. Expert did not submit any report at the end of his assignment in the D.T.S. The India Office of the I.L.O. with whom they took up the matter have stated that the full Technical Report of the Expert would not be available for a long time. That office had in the meantime proposed to send a brief report. It was added that the I.L.O. Expert generally concentrated on imparting training to the personnel of Workshop and Stores Department so as to implement methods of increasing efficiency and output. It was not possible to evaluate in monetary terms the effects of certain improvements introduced at the suggestion of that Expert as there was no proper Cost Accounting system in the D.R.T.A. The Ministry have, however, stated that in order to increase the productivity of the Central Workshop, they have decided to establish an Industrial Engineering Department.

17. The Committee of 1955-56 deferred their comments till the I.L.O. Expert's Report was available. As the Report of the Expert has been delayed, the Committee would like to offer their suggestions in the matter of employee training. *The value of a well-designed employee training programme has long been recognised. Semi-trained workers and those who depend on the trial-and-error method slow up production and increase accidents, spoilage, and costs. It is, therefore, essential that workers should be taught not only what to do but how, when and why to do it. Such knowledge will create in them skill and confidence and with proper and conscientious application will make them eminently fit for the important tasks and responsibilities assigned to them. The present stage of working of the D.T.S., the condition of its vehicles and the efficiency of its workshop indicate beyond doubt that there is much leeway to be made in this direction. They, therefore, consider that new and more effective training techniques, job breakdowns, and changes in processing methods should be introduced in the workshops and in the school run by the D.T.S. New employees should be trained in the school or the workshops. Old employees should be sent there for periodical refresher courses.*

IV

MISCELLANEOUS

PARA 2 OF AUDIT REPORT, PART II—INSURANCE OF ASSETS

18. The D.R.T.A. owns costly plant and machinery, buses, tools, spare parts and several types of stores. The value of these assets as per Balance Sheet for the year 1954-55 amounts to Rs. 1,58,57,646. As the value of these assets is considerable, Audit proposed that these assets should be effectively insured against losses through fire, theft, pilferage etc. In this connection the Committee are informed that the motor vehicles and other assets of the Delhi Road Transport Authority are not insured at present. This policy has been in force since the period when the Delhi Transport Service was operated departmentally by the Central Government. The Government did not insure any Delhi Transport Service property, because as a general rule Government carry their own insurance and do not insure their property.

19. The motor vehicles of the Delhi Road Transport Authority have been exempted by the Central Government from the operation of the provisions of Chapter VIII of the Motor Vehicles Act, 1939, relating to compulsory insurance of motor vehicles against third party risks. This exemption was, however, granted, after the Delhi Transport Authority had set up an insurance fund for meeting any liability arising out of the use of its vehicles which it may incur to third parties. This fund is governed by the Delhi Road Transport Authority (Motor Vehicles Insurance) Fund Rules, 1950, which have been framed by the Central Government. The balance available in the fund at the end of June 1957 was stated to be Rs. 4 lakhs.

The question of withdrawing the above mentioned exemption in so far as the jurisdiction etc. of the Claims Tribunals to be appointed by the State Government under the amended provisions of chapter VIII of the Motor Vehicles Act is concerned, is stated to be under consideration of the Central Government.

The question regarding insurance of other assets is stated to be under consideration of the Authority.

20. *The Committee desire that an early decision should be taken on this matter. They should also be informed of the practice followed in this behalf by other nationalised transport agencies in the States.*

PARA 3 OF AUDIT REPORT, PART I—EXCESSIVE OVERTIME PAYMENTS

21. According to para 14 of the D.R.T.A. (Conditions of Appointment and Service) Regulations, 1952, the staff attending work on holidays is entitled to compensatory leave, while in actual practice, the workers are being paid overtime allowance. According to Audit, the grant of this allowance in regard to all past cases required to be regularised. This irregularity has been repeatedly pointed out in previous Audit Reports. A decision was reached a year ago to refer the matter to Arbitration, but the Arbitration Board has not been constituted so far.

The representative of the Ministry of Transport informed the Committee in evidence that according to the decision, the Government and the Workers' Union were to appoint one Arbitrator each. The Union and the Government have already appointed their Arbitrators. But the Workers' Union have taken objection to the Government nominee. Government are, however, trying to find ways and means to settle the point. In the meanwhile, the workers are being paid on the basis of over-time allowance.

22. *The Committee regret to note that it had been found impossible for the D.T.S. to secure the agreement of the workers to any deliberalisation of the holiday and other concessions enjoyed by them in the past which are on the high side as compared to those given by other state transport undertakings. The D.T.S. management has already applied to Delhi Administration that this matter be referred to adjudication under Section 10 of the Industrial Dispute Act, 1947. The Committee wish that this question should be settled as early as possible.*

PARA 4 OF AUDIT REPORT, PART I—SECURITY FROM THE CASHIERS AND STOREKEEPERS

23. No security deposit has been taken from some permanent Cashiers of the D.R.T.A. The representative of the Ministry stated that it was not possible to obtain securities from them as, when they were originally appointed to these posts, security deposit was not stipulated as a condition. Moreover, it was not possible to transfer these persons to some other jobs not requiring security deposit without loss to them, as they were in receipt of a special pay of Rs. 30 in these posts. However, fidelity insurance coverage to the extent of Rs. 20,000 had been taken in respect of the persons at the cost of the D.R.T.A. The organisation was now taking security deposit in the case of all new entrants. *The Committee suggest that either these cashiers should be transferred to some other jobs, if possible, or adequate steps should be taken by the D.R.T.A. to ensure the safeguarding of the financial interests of the D.R.T.A. in case the existing fidelity insurance is not considered adequate to safeguard the interest of the Authority against defalcation or fraud.*

Rationalisation of Routes

24. In para 62 of their Twentieth Report the Committee referred to the scheme for the rationalisation of routes evolved by the D.R.T.A. The Committee are informed that the operation of Ring Service (Route No. 15A) was started with effect from 15th July, 1957. In a Note (Appendix IV) furnished to the Committee, the Ministry of Transport have stated that the financial result of 'Ring Service' Route (Route No. 15A) has been quite encouraging in view of the fact that the expenditure per mile is about Re. 1 against the average income of Rs. 1.22 (in the month of October, 1957).

The Committee suggest that suitable steps for the rationalisation of other routes should be taken by the D.R.T.A. as early as possible.

Medical Facilities for Staff

25. In the course of the examination of the Accounts of the D.R.T.A. the Committee called for a note stating the medical facilities provided for the staff of the D.T.S. as also a copy of the Medical Attendance Rules. It appears from the Note (Appendix V) furnished by the Ministry that there are at present four dispensaries in the Bus Division manned by two Medical Officers and five Compounders. Only minor cases of sickness are attended to in the dispensaries; major cases are sent to the Government Hospitals. The expenditure incurred on medicines etc. during 1956-57 for over 3,000 employees was about Rs. 7,300. The employees of the Tramways Division are, however, served by the Delhi State Electricity Board's dispensary where medicines, injections, antibiotics and all modern treatment are available. The D.S.E.B. bills the D.R.T.A. at the rate of Rs. 6,000 per year on an *ad hoc* basis in respect of all the Tramway employees who number about 270. In addition to these facilities the employees in the Workshops are also entitled to medical treatment under the Employees' State Insurance Scheme. No Medical Attendance Rules have been framed by the D.R.T.A. for their employees so far.

26. *The Committee observe that there is a great disparity in the amounts spent as well as in the facilities available to the two sections of the staff employed by the D.R.T.A. viz., (i) Bus Division and (ii) Tramways Division. The Committee recommend that there should be uniformity in the amenities provided for the staff working in either Division and for this purpose it is necessary that Medical Attendance Rules should be framed without any further delay and brought into force so as to avoid any anomaly in service conditions and facilities.*

Receipts from Advertisement and Publicity

27. The D.R.T.A. earn some revenue on the advertisement and publicity displayed by various concerns in buses. In the course of the last two years the revenue has come down from Rs. 188,000 to

Rs. 95,000—a fall of nearly 50 per cent. In the opinion of the Committee there is enough scope for improvement in the situation, if publicity and advertisement are properly planned in a scientific manner. *The Committee would, therefore, suggest that the advertisement expert with the Authority, if any, and the Directorate of Advertisement and Visual Publicity of the Government of India should be consulted in this matter and the rates charged by the D.R.T.A. should be made more attractive as the D.T.S. should not deprive itself of its revenue merely because of alleged high tariff.*

Fixation of the initial capital of the D.R.T.A.

28. In para 39 of their Twentieth Report, the Committee pointed out that although a period of more than five years had elapsed (the position as it existed in 1956 when the Committee first examined this matter), no final decision on the important question of the fixation of the initial capital of the D.R.T.A. which had an important bearing on its financial working, had been taken till that time. The Committee learn that the matter is under reference with the Ministry of Law. The Committee note that in terms of Section 516(1)(a) of the Delhi Municipal Corporation Act, 1957, the D.R.T.A. Act, 1950 shall stand repealed from the date of establishment of the Delhi Municipal Corporation when the control of the Authority would be transferred to the newly established Corporation. *They would, therefore, recommend that the question of fixation of the capital of the authority should be settled before the assets are physically taken over by the Corporation.*

V

TRAMWAYS DIVISION

OUTSTANDING PARAS 1 AND 2 OF AUDIT REPORT FOR THE YEAR 1953-54

29. On the 1st April, 1951 the Delhi Central Electric Power Authority was wound up and all the assets and liabilities of that authority were initially transferred to the Delhi State Electricity Board with the proviso that the value of the assets of the Traction Section transferred to the D.R.T.A. should be recovered by the Board from the D.R.T.A. According to the terms and conditions of the transfer, the cost of all the assets transferred was to be determined on the basis of the report of an Auditor to be appointed by the Central Government. The then Ministry of N.R. & S.R. (now Irrigation and Power) appointed an Auditor in March, 1952 for this purpose. An interim report was submitted by the Auditor stating that most of the assets of the Traction Section were not properly depreciated and that some of the records having a bearing on the value of the assets had not been made available. The matter was then taken up by the D.R.T.A. with the Comptroller and Auditor General in May, 1953 who recommended on the 13th October, 1954 that the priced inventories of the assets transferred should be prepared afresh and the value of the assets determined after making allowance for depreciation, etc. The Ministry of Irrigation and Power, therefore, appointed a Committee consisting of three members to check the valuation of the priced inventory of the physical assets transferred by the D.C.E.P.A. to the D.R.T.A. as on the 31st March, 1951 and to recommend any adjustments to be made in the value as reported by the Auditor appointed in March, 1952. The Committee submitted a Report on the 8th October, 1957 which has been referred to the Comptroller and Auditor General on the 9th November, 1957 for final valuation of the assets (Appendix VI). It is understood that the Comptroller and Auditor-General has since communicated his acceptance of the Committee's recommendations.

NEW DELHI:
The 5th April, 1958.

T. N. SINGH,
Chairman,
Public Accounts Committee

PART II

**PROCEEDINGS OF THE SITTINGS OF THE PUBLIC
ACCOUNTS COMMITTEE HELD ON THE 6TH AND
7TH SEPTEMBER, 1957 AND THE 5TH APRIL, 1958**

**PROCEEDINGS OF THE SIXTEENTH SITTING OF THE PUBLIC
ACCOUNTS COMMITTEE HELD ON FRIDAY, THE 6TH
SEPTEMBER, 1957**

The Committee sat from 15.00 to 17.10 hours.

PRESENT

Shri T. N. Singh, *Chairman.*

MEMBERS

2. Shri N. C. Laskar
3. Shri Radhelal Vyas
4. Shri N. R. M. Swamy
5. Shri Upendranath Barman
6. Shri H. C. Dasappa
7. Shri N. Siva Raj
8. Shrimati Pushpalata Das
9. Shri P. T. Leuva
10. Shri M. Govinda Reddy
11. Shri J. V. K. Vallabharao

Shri P. C. Padhi, *Additional Deputy Comptroller and Auditor General of India.*

Shri P. N. Bhandari, *Director of Commercial Audit.*

SECRETARIAT

Shri V. Subramanian, *Deputy Secretary.*

WITNESSES

Shri R. L. Gupta, I.C.S., *Secretary, Ministry of Transport and Communications.*

Shri A. D. Pandit, I.C.S., *Chief Commissioner of Delhi and Chairman, Delhi Road Transport Authority.*

Shri B. K. Lall, *General Manager, Delhi Road Transport Authority.*

Shri D. D. Suri, *Deputy Secretary, Ministry of Transport and Communications.*

Shri P. K. Basu, Joint Secretary, Ministry of Finance.

Shri R. G. Abhi, Deputy Secretary, Ministry of Finance.

(Shri V. K. Ramaswami Mudaliar, Chairman, Public Accounts Committee, Madras Legislative Assembly, accompanied by 13 Members of the Committee and Shri I. Hanumanthappa, Secretary, Legislative Assembly, Madras were also present to watch the proceedings.)

30. At the outset, the Chairman welcomed the Chairman and Members of the Public Accounts Committee of the Madras Legislature who had come to watch the proceedings of the Committee.

31. Before the Committee proceeded to take up consideration of the Audit Report on the Accounts of the D.R.I.A. for the year 1954-55, they drew attention to the statutory provisions under which only the Account of the D.R.I.A. and the Audit Report thereon were required to be laid before Parliament, whereas in this case, the papers laid on the Table of the House also included the observations of the D.R.I.A. on the Audit Report on the Accounts of D.R.I.A. for 1954-55. The Committee, therefore, wanted to know why this unusual procedure has been adopted by the Ministry of Transport. In accordance with the existing practice, the observations of the D.R.I.A. on the Audit Report in question should be sent to the Committee only after they were seen and vetted by Audit. The Secretary, Ministry of Transport, explained that all this thing happened due to the oversight and inexperience of the officer who dealt with the matter. He assured the Committee that this procedure would not be followed hereafter and that they would get all the observations made by the D.R.I.A. on the Audit Report vetted by Audit and then place them before the Committee.

32. PARA 3 OF PART I OF AUDIT REPORT—EXCESSIVE OVERTIME PAYMENTS

Audit had pointed out that the grant of overtime allowances at the prescribed rates to the staff attending on holidays instead of granting them compensatory leave as provided for in para 14 of D.R.I.A. (Conditions of Appointment and Service) Regulations, 1952, would in regard to all past cases require to be regularised by the Government of India. The Committee also wanted to know whether the dispute had been referred to arbitration as decided nearly a year ago.

The Secretary, Ministry of Transport, stated that an agreement was reached with the D.R.I.A. Workers' Union that this matter among others would be referred to arbitration. According to the agreement, Government were to appoint one arbitrator and the Union to appoint another. The Union appointed one arbitrator of their own. The Government also selected a particular Officer and appointed him. Since this appointment became known to the Union, they objected violently to this particular officer being appointed although it was

clearly agreed that one of the arbitrators should be a nominee of the Government and other of the Union. He, however, stated that they were trying to find out ways and means by which this technical point could be settled.

In reply to a question, the Secretary, Ministry of Transport, informed the Committee that pending settlement of this question, the workers were being paid overtime on a provisional basis.

33. PARA 4—SECURITY FROM THE CASHIERS AND STORE-KEEPERS

According to Audit, no security had been taken from some permanent cashiers of the D.R.T.A. The Secretary of the Ministry informed the Committee that there were only two cashiers from whom securities had not been taken. They were permanent employees. One of them was due to retire in the next two years. Although an attempt was made to take cash securities from these cashiers, it had not been possible to do so. This matter involved a change in the conditions of service of the workers as, when they were originally appointed to these posts, security deposit was not stipulated as a condition. It was urged that in an organisation like the D.R.T.A. wherein disputes between the employees and employers had to be settled in accordance with the provisions of the Industrial Disputes Act, it did not seem advisable to press this matter from the Management's side.

The Committee, however, pointed out that the situation could have been met by transferring these two cashiers to other posts not requiring a deposit of a cash security and by recruiting new men to these posts who were agreeable to give cash securities. But here again, it was stated that the Management was faced with the difficulty of putting these two men on other jobs without loss of the special pay of Rs. 30 p.m. which they were getting for working as cashiers.

It was further stated that fidelity Insurance coverage to the extent of Rs. 20,000 had been taken in respect of these two cashiers at the cost of the D.R.T.A. to safeguard the interest of the Organisation.

In reply to a question, it was stated that in regard to all new entrants, the security was being taken.

34. PARA 6—PHYSICAL VERIFICATION OF STORES

It had been pointed out by Audit that though the discrepancies were noticed more than 4-1½ years ago, the investigation was said to be still in progress. The Committee wanted to know (i) why there had been so much delay and (ii) what had been the result of physical verification of stores with reference to the ledger balances; the amount and nature of discrepancies noticed as a result of stock verification and how it was proposed to reconcile them. The representative of the Ministry undertook to furnish a note to the Committee in this behalf.

PART II OF AUDIT REPORT

35. PARA 3—HOLDING UP OF BUSES AND DELAY IN THE EXECUTION OF JOB IN THE CENTRAL WORKSHOP FOR WANT OF SPARE PARTS

Audit had pointed out that during the year under report, the average number of buses on the road varied from 189 to 210 and the average for the whole year worked out to 199 buses per day, even though the strength of the effective road-worthy buses stood as high as 266 on 31st January, 1955 as against 209 on 1st April, 1954. Further out of 266 road-worthy buses, 40 had been held up in the Central Workshop for repairs for fairly long periods varying from one to 4 months for want of spare parts and other stores. Though the particulars of each bus thus held up were known to the D.R.T.A. through the medium of the daily statements, no action seemed to have been taken for the major procurement of stores and spare parts from the sole importers or stockists. Audit had further pointed out that on 30th June, 1955 as many as 84 buses were lying idle waiting for repairs at the Central Workshop resulting in the loss of revenue per bus per day at the rate of Rs. 123.7 approximately.

The Committee wanted to know what remedial measures had been or were proposed to be taken by the D.R.T.A. to improve the position. The Secretary, Ministry of Transport admitted that the standard of maintenance by D.R.T.A., as revealed by these figures, was not as good as it should have been. This, he said, was due to two reasons. Firstly, lack of spare parts for certain types of buses viz., Albion, Bedford, Leyland Comet and Guy Arab, which were not being used in any part of the country and it was not possible to get them—these having gone out of production. The other reason was that the Workshop was not fully equipped and was still under completion.

In reply to a question, he said that Rs. 12 lakhs had been spent on the building of workshops etc. He said that, if necessary, the Government would depute an Officer to the U.K. to get the spares from there by getting special foreign exchange allocation from the Ministry of Finance. He hoped that after 3 months there would be no difficulty about the availability of spare parts.

After some discussion of the various issues involved in this case, Committee desired to be furnished with information on the following points:—

1. (i) What is the present position in regard to the procurement of spare parts? What steps do the D.R.T.A. contemplate to take for improving the present position where a large number of vehicles, 'Albions' and 'Bedfords' are lying in the workshop for want of spare parts which were stated to be not available in India. What is the number of 'petrol driven' and 'diesel'

vehicles for which the spare parts are not available in India?)

- (ii) How many types of vehicles do the D.R.T.A. contemplate to have in their fleet?
 - (iii) What steps are taken to ensure the availability of spare parts considered necessary for their maintenance at the time of purchasing the new vehicles?
2. A statement showing (i) the age (ii) the number of trips scheduled for a month (iii) the number of trips missed in a month in respect of each vehicle for the last one year month-wise. The proportion of "sick" vehicles in the workshop to the total strength for fleet may also be indicated month-wise in that statement.
 3. Has the D.R.T.A. got any Development Wing or Processing Wing or Planning Wing in their Organisation? If so, what are its achievements?

36. The Committee then referred to the statement of action taken or proposed to be taken by the Ministry of Transport and Communications on the recommendations made in their 20th Report on the D.R.T.A. (Bus Section) and wanted to know why it had been submitted to them without audit comments. The Secretary, Ministry of Transport stated that the audit comments were still awaited and the revised statement incorporating the audit comments on the various points would be forwarded to the Committee.

37. FIXATION OF THE CAPITAL OF THE D.R.T.A.

The Committee were informed that this matter was still under consideration of the Government. They desired that a final decision on this matter should be expedited and a report submitted to them by November.

38. AUDIT COMMENTS ON THE FINANCIAL RESULTS OF D.R.T.A. 1954-55

The Committee pointed out that according to the financial review furnished by the D.R.T.A., while the expenditure per bus mile was Rs. 1-0-6, income per bus mile was also 1-0-6. They wanted to know as to what measures had been taken by the D.R.T.A. to prevent the leakage of revenue in the form of misappropriation of income by the Bus Conductors by non-issue of tickets to passengers. The Secretary, Ministry of Transport stated that they had recently increased the number of Inspectors from 124 to 160 and were also taking strong action as soon as any report of misappropriation on the part of a Bus Conductor was received. They had also dismissed a number of Bus Conductors against whom reports had been received.

In reply to a question, whether he was satisfied with the working of the D.R.T.A., the Secretary, Ministry of Transport stated that he did think that with the existing fleet, the D.R.T.A. could show a better performance and if they did that, it should be possible for them to charge a little less fare.

39. TRAMWAY SECTION—OUTSTANDING PARAS 1 AND 2 OF AUDIT REPORT FOR THE YEAR 1953-54.

The Committee wanted to know the reasons which were responsible for holding up the decision to fix the value of the assets and the interest on the price payable to the Delhi Central Electric Power Authority. The Secretary, Ministry of Transport stated that on winding up of Delhi Central Electric Power Authority on the midnight of the 31st March—1st April, 1951, all the assets and liabilities of that authority were initially transferred to the Delhi State Electricity Board with the proviso that the value of the assets of the traction section transferred to the D.R.T.A. should be recovered by the Board from the D.R.T.A. According to the terms and conditions of the transfer, the cost of all the assets transferred was to be determined on the basis of the report of an Auditor to be appointed by the Central Government. M/s S. P. Chopra & Co., Chartered Accountants, New Delhi were entrusted by the then Ministry of Natural Resources and Scientific Research (now Irrigation and Power) in March, 1952 with the work of valuation of the assets of the traction section of the D.C.E.P.A. An interim report was submitted by the Auditors to Government stating that most of the assets of the traction section were not properly depreciated and that some of the records having a bearing on the value of assets had not been made available to them. On receipt of the report, the matter was taken up by the D.R.T.A. with the Comptroller and Auditor General in May, who recommended on the 13th October, 1954 that the priced inventories of the assets transferred should be prepared afresh and the values of the assets determined after making allowance for depreciation. The Ministry of Irrigation and Power, therefore, appointed a Committee consisting of the following to take the priced inventories of the assets:

1. Shri C. W. Scott, Traffic Manager, Delhi Transport Service.
2. Shri K. L. Talwar, Distribution Engineer, Delhi State Electricity Board.
3. Shri C. K. V. Rao, Deputy Director, Central Water and Power Commission.

The report of this Committee was still awaited.

The Committee, however, desired that a note setting forth the following information should be furnished to them and the matter taken

up by the Ministry of Transport with the Ministry of Irrigation and Power for getting it expedited:—

- (i) Terms of reference of the Committee appointed by the Ministry of Irrigation and Power in this case.
- (ii) The date on which they commenced work and the date by which they were asked to submit their report.
- (iii) When is the report expected to be submitted by this Committee.

The Committee then adjourned to meet again at 3.00 P.M. on Saturday, the 7th September, 1957.

PROCEEDINGS OF THE SEVENTEENTH SITTING OF THE
PUBLIC ACCOUNTS COMMITTEE HELD ON SATURDAY, THE
7TH SEPTEMBER, 1957

The Committee sat from 15.00 to 17.00 hours.

PRESENT

Shri T. N. Singh—*Chairman.*

MEMBERS

2. Shri N. C. Laskar.
 3. Shri N. G. Ranga.
 4. Shri Radhelal Vyas.
 5. Shri A. C. Guha.
 6. Shri N. R. M. Swamy.
 7. Shri J. M. Mohamed Imam.
 8. Shri H. C. Dasappa.
 9. Shri N. Siva Raj.
 10. Shri P. T. Leuva.
 11. Shri Shyam Dhar Misra.
 12. Shri M. Govinda Reddy.
 13. Shri Jaswant Singh.
- Shri K. C. Chaudhuri, *Deputy Comptroller and Auditor General.*
Shri P. C. Padhi, *Additional Deputy Comptroller and Auditor General*
Shri P. N. Bhandari, *Director of Commercial Audit.*

SECRETARIAT

Shri V. Subramanian, *Deputy Secretary.*

WITNESSES

- Shri R. L. Gupta, I.C.S., *Secretary, Ministry of Transport and Communications.*
Shri A. D. Pandit, I.C.S., *Chief Commissioner Delhi and Chairman, D.R.T.A.*
Shri B. K. Lall, *General Manager, D.R.T.A.*
Shri P. K. Basu, *Joint Secretary, Ministry of Finance.*
Shri R. G. Abhi, *Deputy Secretary, Ministry of Finance.*

(Shri V. K. Ramaswami Mudaliar, Chairman, Public Accounts Committee, Madras Legislature, accompanied by 13 Members of the Committee and Shri T. Hanumanthappa, Secretary, Legislature, Madras were also present to watch the proceedings).

AUDIT REPORT ON THE ACCOUNTS OF D.R.T.A. FOR THE YEAR 1954-55.

40. The Committee took up further consideration of the Audit Report on the Accounts of D.R.T.A. for the year 1954-55.

41. *Holding up of buses for lack of spare parts:*

At the outset, the Chairman asked the Director of Commercial Audit to make some suggestions towards improving the working of the D.R.T.A. The Director of Commercial Audit stated that the only thing which he would like to suggest was that there should be more vehicles on the road. If that was so, that would solve all the problems as the organisation was losing a lot of revenue simply because a large number of vehicles was out of action.

The Secretary, Ministry of Transport explained that they were going to reorganise the set-up of the D.R.T.A. in the matter of procurement of spare parts so that they could reduce the sickness in the vehicles to the minimum possible. He expressed the hope that within a short time they would be able to show some improvement in that regard. He agreed with the Committee that there had not been sufficiently intensive planning in the D.R.T.A. in the matter of procurement of spare parts in time.

In reply to a question, he informed the Committee that two representatives of Ashok Laylands were then visiting the D.T.S. workshops and it was expected that this firm would be able to supply the necessary spare parts and if found necessary, they would place direct orders or through D.G., S. & D. and try to get the spare parts as far they could. He assured the Committee that they would be taking steps at a higher level in the Ministry to ensure early supply of the spare parts.

42. *Report of the I.L.O. Expert:*

The Committee then drew attention to the report that had been submitted by Mr. Brooks, an I.L.O. Expert, whose services had been obtained to advise on improvements in the D.T.S. workshops. The Secretary, Ministry of Transport informed the Committee that Mr. Brooks had not submitted any Report either to the Ministry or to the D.R.T.A. On his attention being drawn to a communication having been received earlier from his Ministry saying that the final report of Mr. Brooks would be furnished to the Secretariat of the Committee as soon as it was returned by I.L.O., he undertook to enquire into the matter and submit a copy of the Report in question to the Committee and also apprise them of the action taken thereon by the Government and the D.R.T.A.

43. *Rationalisation of Routes:*

The Committee then enquired about the implementation by the D.R.T.A. of a scheme evolved by them for the rationalisation of Routes, with reference to operation of Route No. 15-A, known as 'Ring Service'. After some discussion, they called for a note on the financial results of the working of this Route.

44. *Advisory Council of the D.R.T.A.:*

The Committee then discussed the working of the Advisory Council of the D.R.T.A. and called for a statement showing:—

- (i) the recommendations made by the Advisory Council of the D.R.T.A. during the year 1956-57;
- (ii) the No. of these recommendations accepted.

45. *Stand-by Buses:*

The Committee were informed by the Chairman, D.R.T.A. that no buses were specifically kept as stand-by due to a large number of "sick" buses. But in case of rush of traffic or breakdowns, he said, they were sending buses, if available in the workshop or by withdrawing them from other services.

46. *Uneconomic Routes:*

In reply to a question, the Chairman, D.R.T.A. stated that there were certain Routes admittedly uneconomical to operate, but still they had to operate them. Of course, there was some demand there although they might not be paying propositions but the frequency in such routes varied.

47. *Advance Booking:*

As one of the measures to counteract ticketless travelling in the D.T.S. Buses, the Chairman, D.R.T.A., stated that they had introduced a system of advance booking whereby the passengers could have the tickets in advance and then they could get into the bus. The D.R.T.A., he further said, also conducted surprise checks on the Bus Conductors who were not allowed to carry more than eight annas when they entered into the bus. If they were found having more money, that was forfeited.

48. *Financial Adviser and Chief Accounts Officer D.R.T.A.:*

The Chairman, D.R.T.A. informed the Committee that in all proposals that the General Manager placed before the D.R.T.A., he was required to state whether the case had been seen by the Financial Adviser and Chief Accounts Officer and whatever the Financial Adviser and Chief Accounts Officer stated contrary to the proposal were quoted verbatim. The Financial Adviser and the Chief Accounts

Officer, he said, had the right to approach the Government or the higher authorities direct.

In reply to another question, he said, that the Financial Adviser and the Chief Accounts Officer was appointed with the approval of the Government and he could be removed from service only under the orders of the Government.

49. Receipts from Advertisements and Publicity:

The Chairman, D.R.T.A., informed the Committee that they invited sealed tenders for advertisements and selected the highest tenders. One of the reasons for the fall in the receipts under this head, he said, was unwillingness on the part of the tenderers to go for higher bids as the rates charged by the D.R.T.A. were very high.

50. Provisions of housing facilities for the staff:

The Chairman, D.R.T.A., informed the Committee that they had built 182 houses for the staff and they contemplated to build more in the Second Five Year Plan.

In reply to a question, he stated, that the work relating to the construction of these houses was being done by the D.R.T.A. through the agency of contractors and that they had got their own Engineer who was looking after this work.

51. Medical Facilities for staff:

The Committee desired to be furnished with a note stating the medical facilities provided by the D.R.T.A. to their staff and also called for a copy of rules, if any, issued by the D.R.T.A.

(At this stage, the witnesses withdrew)

52. Before the Committee rose, the Chairman of the Public Accounts Committee, Madras Legislature thanked the Chairman and Members of the Committee for having given them an opportunity to watch the proceedings of the Committee. He also thanked the Secretariat for the assistance rendered to them in the matter.

Giving a background of the working of the Committee on Public Accounts in Madras, the Chairman of the P.A.C. of Madras State stated that it was functioning from 1923 and recently they had decided to have a non-official as Chairman of the Committee, although the Finance Minister of the State continued to be an *ex-officio* Member of the Committee. In Madras, he said, by a convention established recently, the Leader of the Opposition had been chosen as the Chairman of the Committee in case he was elected a Member thereof. The Secretariat functions of the Committee, he further said, had also

now been transferred from the Finance Department to the Secretariat of the Legislature and the Secretary of the Madras Legislature was now the Secretary of the Committee.

As regards the examination of the witnesses and the internal working of the Committee, the Chairman (Madras P.A.C.) observed that the rules relating thereto had been modelled on the pattern of rules at the Centre. They had also got Members of the Legislative Council as associate Members of the Committee following the convention established by Parliament. He paid tributes to the work of the Committee at the Centre and stated that their visit had been very useful and interesting.

53. The Chairman then thanked the Chairman, P.A.C. of Madras Legislature for the reference made by him about the working of the Committee. Referring to the convention regarding the appointment of the Leader of the Opposition as the Chairman of the P.A.C., he emphasized that the Committee at the Centre, in the new constitutional set-up, had always worked on non-party lines.

54. The Committee then adjourned *sine die*.

**PROCEEDINGS OF THE *FORTY-FOURTH SITTING OF THE
PUBLIC ACCOUNTS COMMITTEE HELD ON SATURDAY,
THE 5TH APRIL, 1958.**

The Committee sat from 15.30 hours to 17.50 hours.

PRESENT

Shri T. N. Singh—*Chairman*.

MEMBERS

2. Shri N. C. Laskar
3. H. C. Dasappa
4. Shri Prabhat Kar
5. Shri Jaipal Singh
6. Shri P. T. Leuva
7. Shri Jaswant Singh
8. Shrimati Pushpalata Das

Shri P. C. Padhi, *Additional Deputy Comptroller and Auditor General of India*.

Shri P. N. Bhandari, *Director of Commercial Audit*.

SECRETARIAT

Shri V. Subramanian—*Deputy Secretary*.

Shri M. C. Chawla—*Under Secretary*.

55. The Committee consider their Draft Report on the Accounts of the D.R.T.A. for the year 1954-55 and Audit Report thereon and approved it subject to certain modifications here and there.

56. The Committee authorised the Chairman to present this Report to the Lok Sabha.

The Committee also authorised Shri P. T. Leuva to lay a copy of this Report on the Table of the Rajya Sabha.

The Committee then adjourned.

*Eighteenth to Forty-second sittings relate to consideration of the Appropriation Accounts (Civil), etc.

APPENDICES

MINISTRY OF TRANSPORT AND COMMUNICATIONS
DEPARTMENT OF TRANSPORT
(TRANSPORT WING)

SUBJECT:—Information required by the Public Accounts Committee at their sittings held on 6th and 7th September, 1957, on the points arising from the D.R.T.A.'s accounts for 1954-55, etc. and the Audit Report thereon.

1. Para 6—Physical verification of Stores—

(i) *Though the discrepancies were noticed more than 4½ years ago the investigation is said to be still in progress. Why has there been so much delay?*

(ii) *What has been the result of physical verification of stores with reference to the ledger balances? What is the amount and nature of discrepancies noticed as a result of stock-verification and how is it proposed to reconcile them?*

(i) The General Manager, Delhi Road Transport Authority, has given the following reasons for the delay in reconciliation of the discrepancies:

“(a) The period of 4½ years in question was an extremely trying one for the Stores Department. The large scale dieselisation of fleet started in 1952 and continued more or less thereafter. Till 1952 the organisation handled mostly petrol-driven vehicles. The staff had no experience of diesel parts and additional efforts had to be made for gaining knowledge of diesel mechanism which is much more complicated than petrol mechanism. A further factor which aggravated the difficulty was the large scale increase in the fleet itself from 247 on 31-3-1953 to 400 by November, 1955, and to 488 by November, 1957, which also contributed to a tremendous increase in the work of the Stores Department. The volume of work can be judged from the number of items of stores handled now, which is in the region of 33,000.

“(b) The nature of work of investigation of discrepancies in question was such that it called for technical knowledge of the parts involved, in order to scrutinise the discrepancies and propose adjustments wherever possible. The work could, therefore, be done only by the technical officers of the Stores Department. These officers being over-worked with current work could not devote time for this job, which in itself is quite voluminous and laborious involving a thousand items. The Stock-taking was carried out for the first time in April, 1953, since the establishment of the D.T.S. in 1948, mostly by non-technical people who were not conversant with such stores. There were cases of repetitions and use of wrong nomenclatures which added to confusion. The discrepancies involved covered a period of five years since 1948-49. Due to the lapse of time and the seemingly intractable nature of some of the cases of discrepancies, considerable time and labour had to be expended on each item.

"(c) Bulk indenting of spares, finalisation of annual contracts for supply of major items of stores like batteries, brake liners, etc., introduction and working of Kardex system, laying down of stores procedure, fixation of maximum and minimum limits for spare parts, sifting of stores from one place to the other and finally to new premises on Coronation Road, organisation of the new Central Stores etc., which were all done during these years for the first time since the nationalisation of this undertaking, did not allow any time to be devoted to the investigation of discrepancies noticed in stock-taking. From the disorderly state of the Stores Department in 1952 the organisation of and putting this department on a proper footing, by itself, called for a great deal of labour and work.

"(d) The Stores Officer was intermittently sick and proceeded on long periods of leave from June, 1955. His services had ultimately to be terminated with effect from 27-8-1957. The Assistant Stores Officer was suspended in March, 1957 and was removed from service early in September, 1957. The post of Assistant Stores Officer could not be filled up immediately. Even now the post of Stores Officer is vacant and it will take a month or two to fill it."

Government are not satisfied with the explanations for delay given by the General Manager. The General Manager has, however, now expressed regret for the delay and has stated that the work has almost been completed and that he proposes to finalise the case soon in consultation with Audit. He will be asked to pay particular attention to the progress of this case so as to avoid any further delay.

(ii) The audit objection relates to the adjustment of excesses and shortages, discovered during physical verification of stores conducted in March and April, 1953, to the tune of Rs. 1,95,782 and Rs. 1,39,235 respectively.

As a result of the detailed scrutiny of the discrepancies, stores worth Rs. 1,84,186 (approx.) found to be in excess have been reconciled with those of shortages. This trouble had resulted on account of the use of incorrect nomenclature for certain items of stores. After this reconciliation is effected there would still be left stores of the value of Rs. 11,896 excess and Rs. 10,597/1/6 deficient.

The examination of the shortages reveals the maximum and minimum amounts and quantities in individual cases as follows:—

	Scindia House Stores	Kashmere Gate Stores
	Rs.	Rs.
Maximum value of stores found short in any one case	239-2-0	386-0-0
Minimum value of stores found short in any one case	0-1-6	0-1-6
Maximum quantity of stores found short in any one case	106 numbers	183 dozens 4 numbers
Minimum quantity of stores found short in any one case	1 number	1 number

Such shortages spread over a number of years in a store concerned with the handling of goods valued at about Rs. 22 lakhs (balance sheet for 1952-53) are not uncommon. Action is being taken to report this position to Audit and, after their concurrence, to obtain the sanction of the D.R.T.A. for writing off the shortages and for taking on charge the excesses.

While scrutinising this note, the Director of Commercial Audit has pointed out that the reconciliation stated to have been done in respect of stores worth Rs. 1,84,186 has not been properly done. Several instances have been noticed in audit in which adjustment of shortages and excesses have been carried out against dissimilar items. The General Manager, D.R.T.A., is accordingly being asked to revise the figures mentioned in this note regarding the adjustment of discrepancies and balances left over as unreconciled. The revised figures will be communicated to the Public Accounts Committee in due course. (Annexure.)

Joint Secretary to the Govt. of India.

ANNEXURE

No. 17-TAG (21)/57

Dated 7-2-58.

SUBJECT:—*Information required by the Public Accounts Committee at their sittings held on 6th and 7th September, 1957, on the points arising from the D.R.T.A.'s accounts for 1954-55 etc. and the Audit Reports thereon—Item No. 1 regarding physical verification of stores.*

It was stated in this Ministry's note bearing No. 17-TAG(21)/57, dated the 13th December, 1957, that while scrutinising that note, the Director of Commercial Audit had pointed out that the reconciliation stated to have been done by the General Manager, Delhi Road Transport Authority, in respect of stores worth Rs. 1,84,186 had not been properly done and that revised figures would be communicated to the Public Accounts Committee after the General Manager had revised the figures in the light of the Audit's comments.

2. The Concurrent Audit Party of the D.R.T.A. had pointed out some items of different types which had been adjusted against each other. They had suggested that the same should be shown to the Works Manager of the Authority and a certificate duly signed by him be furnished to the Audit in support of the adjustments made. A copy of the Concurrent Audit Party's note is attached. A copy of the certificate recorded by the Works Manager is also attached. The Concurrent Audit Party made the following remarks after going through that certificate:—

“It has been assumed in the note that all the stores issued were utilised in carrying out the repairs. But in the absence of reconciliation between the stores issued and stores recorded as used on job cards it cannot be verified that all the stores were used in repairs. As such it is felt that to check up the statements showing adjustment of excesses and shortages, reconciliation between the stores issued and stores recorded as used on job cards is necessary. The same may please be done.”

The General Manager, Delhi Road Transport Authority, has explained to the Audit that the discrepancies relate to the period from 1948-49 to 1952-53 and it is doubtful whether appropriate job cards were maintained during that period and that even if the job cards could be traced, it is further doubtful whether the items in question could be traced back to the job cards.

3. In order to avoid further delay in the finalisation of this case, this Ministry has advised the General Manager, Delhi Road Transport Authority, to place the matter before the Authority at a very early date for a decision regarding the write-off of the shortages and for taking into stock the excesses.

For Secretary to the Government of India.

SUBJECT:—*Reconciliation of discrepancies found at the time of stock verification of Stores at Kashmeri Gate Depot in 1952-53.*

On scrutiny of reconciliation statements it has been found that the items of different types have been adjusted against each other. A few examples of such items are given below to illustrate this point.

Sheet No.	Nomenclature	Short	Excess
1/25	Fly wheel with Ring Gear	I	..
8/36	Fly wheel Housing	I

Sheet No.	Nomenclature	Short	Excess
1/42	Switch H/Lamp Dimmer	5	..
17/95	Switch Lighting	5
1/48	Cup Main Cylinder Piston Secondary .	4	..
6/62	Cup Wheel Cyl. Piston Rear	4
2/70	Nut Head Bolt Frt. & Rear . . .	20	..
6/87	Bolt Head Lock Plate	20
2/77	Spring valve Rocker arm shaft . . .	2	..
6/70	Spring clutch pedal pullback.	2

In view of the wrong adjustment of these items it is felt that the case may be shown to W.M. and a certificate duly signed by him furnished to Audit in support of the adjustments made.

Superintendent.

A.S.O.

CAP (D.R.T.A.)

The lists have been examined by me carefully in the light of the remarks made by the Audit Party. The issues have been made correctly as otherwise repairs could not have been carried out. Similarity of the description tend to only one conclusion that nomenclature given in the indents have made these excesses and shortages. But for this, adjustments made by the Stores are quite in order.

WORKS MANAGER

3-1-1958

APPENDIX II

(Para 12 of Report)

MINISTRY OF TRANSPORT AND COMMUNICATIONS DEPARTMENT OF TRANSPORT (TRANSPORT WING)

SUBJECT:—*Information required by the Public Accounts Committee at their sitting held on the 6th and 7th September, 1957, on points arising from the D.R.T.A.'s Accounts for 1954-55 etc. and the Audit Reports thereon.*

3. *A statement showing (i) the age, (ii) the number of trips scheduled for a month, (iii) the number of trips missed in a month in respect of each vehicle for the last one year month-wise. The proportion of sick vehicles in the workshop to the total strength of the fleet may also be indicated month-wise in that statement.*

Two statements prepared by the General Manager, Delhi Road Transport Authority, containing the required information are attached. In respect of these statements the Director of Commercial Audit has observed as follows:—

“The figures shown in the statement of trips scheduled and trips missed do not tally with those as shown in statistical review for the period. The statement showing the differences in each month is sent herewith, for reconciliation.

The number of the sick vehicles per day as shown in the statement also does not agree with the figure arrived at by Audit from the daily percentage statement of vehicles. The statement showing the difference in each month's average is also enclosed. The figures of audit also include those 10 vehicles which are lying in open in Central Workshop for about three years and have not been included in the scheduled list of serviceable fleet.

The statements of vehicles held up in depot workshop have not been received for the period except for February and March, 1957, which too are incomplete. The required statements may, therefore, please be furnished to enable audit to meet the figures regarding held-up buses in depot Workshop.”

The General Manager has been asked to rectify the discrepancies and furnish reconciled statements, duly certified by the Audit. Modifications required in these statements or revised statements will be communicated to the Public Accounts Committee when available. A revised statement indicating the percentage of sick vehicles is also attached.

It may be explained that reconciliation of the discrepancies in the figures of trips scheduled and missed which are shown on an average at 4% and 20% less respectively than the figures in the statistical review will take some time. Preparation of the statement regarding the age and trips of each vehicle for one year involved compilation of vast data and its sifting from documents maintained from day-to-day at four different units. Reconciliation of the discrepancies will involve going through that data and those documents once again.

Notwithstanding the discrepancies, these statements serve the purpose of indicating approximately the trend of working of the Workshop and Traffic Departments of the Delhi Road Transport Authority. It is hoped that these statements may serve the immediate purpose of the Public Accounts Committee.

Joint Secretary to the Government of India.

DELHI ROAD TRANSPORT AUTHORITY

Statement showing sick vehicles during the year 1956-1957

1	2	3	4
Month	Total Fleet	Sick vehicles (average per day)	Percentage of col. 3 (c) to 2.
		(a) Under running repairs in Depot Workshop	(b) Central workshop
		(c) Total	
April, 1956.	400	18	72
May, 1956 .	400	20	77
June, 1956 .	400	19	77
July, 1956 .	400	16	81
August, 1956 .	400	22	75
September, 1956 .	400	26	66
October, 1956 .	400	29	68
November, 1956 .	400	29	63
December, 1956 .	400	20	65
January, 1957 .	400	24	57
February, 1957 .	400	25	47
March, 1957 .	400	17	69
			90
			97
			96
			97
			97
			92
			97
			92
			85
			81
			72
			86

Bus No.	Age Y. M.	April 1956	May 1956	June 1956	July 1956	August 1956	Sept. 1956	Oct. 1956	Nov. 1956	Dec. 1956	Jan. 1957	Feb. 1957	March 1957	Total
Y. M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.
1	8-73	91 11	50 7	211 2	364 ..	276 ..	309 4	256 4	175 1	1732 20
2	6-5	2	2 ..
3	6-5
4	6-31	74 7	178 21	275 20	527 57
5	6-31	90 17	4	65 7	134 2	130 4	342 52	761 82
6	6-31	185 36	8	19 1	161 7	142 11	220 5	379 16	1114 76
7	6-31	121 34	129 45	16 1	316 19	115 17	53 ..	145 22	170 5	338 25	1453 178
8	6-31	6 2	6 2
9	6-31	130 24	67 18	38 4	167 17	50 8	109 8	123 16	131 2	39 3	854 100
10	6-31	8 ..	216 7	222 10	85 3	91 0	426 38	1048 58
11	6-31	37 14	26 2	33 2	66 6	131 9	159 12	136 28	162 ..	127 6	274 8	1149 67
12	6-31	80 6	42 7	46 1	86 2	89 7	211 13	554 30
13	6-31	175 52	93 27	95 21	96 1	220 5	207 4	886 140
14	6-1	6 2	6 2
15	6-1
16	6-1
17	6-1
18	6-1	41 4	41 4
19	6-1
20	5-101
21	5-101
22	5-101
23	5-91	4	4 ..

Bus No.	Age Y. Mo.	April 1956	May 1956	June 1956	July 1956	August 1956	September 1956	October 1956	November 1956	December 1956	January 1957	February 1957	March 1957	Total
		T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.
50	5-11	280 4	204 15	69 2	235 7	279 6	6 1	326 30	124 6	116 18	307 41	72 11	359 10	2277 144
51	5-11	312 2	323 12	268 10	284 17	276 10	122 5	...	210 2	332 11	322 20	345 2	357 3	3151 94
52	5-11
53	5-11	333 7	310 5	279 6	210 13	242 11	68 14	278 7	281 7	174 10	174 16	285 4	301 21	2935 121
54	5-11	270 6	243 4	288 6	217 7	247 4	87 14	241 20	216 22	150 35	290 41	228 47	319 43	2796 258
55	5-11	271 1	213 4	239 5	242 12	171 10	104 3	324 1	270 4	287 7	342 21	249 5	...	2712 79
56	5-11	266 5	251 8	285 7	270 14	270 5	94 20	347 8	238 15	135 13	278 20	165 13	270 9	2878 148
57	5-11	239 3	234 11	257 11	255 8	15 3	148 5	231 19	262 5	160 19	266 23	245 14	285 7	2627 117
58	5-11	299 11	364 13	352 17	360 8	356 29	218 2	392 7	227 18	164 13	173 15	317 9	327 10	3750 152
59	5-11	330 18	346 11	318 9	344 12	281 7	104 10	327 10	177 7	212 8	283 28	280 1	315 15	3317 138
60	5-11	148 6	323 3	178 16	368 10	311 8	165 13	362 38	296 5	341 6
61	5-11	315 4	277 4	296 3	241 8	305 1	168 4	139 9	77 6	294 32	240 20	151 15	130 2	3093 108
62	5-11	330 11	230 16	203 16	305 16	350 24	62 12	240 12	243 17	285 17	240 12	163 24	152 9	2803 207
63	5-11	86 7	335 8	162 19	340 8	266 29	335 18	304 16	1830 105
64	5-11	276 9	244 4	337 16	278 4	229 15	96 8	296 9	304 13	344 15	162 14	374 7	332 7	3472 121
65	5-11	297 8	329 12	274 10	189 2	165 11	124 9	290 10	296 11	303 16	345 17	318 6	207 9	3137 116
66	5-11	296 5	305 5	345 8	285 20	254 10	97 13	309 6	248 10	334 20	128 10	294 3	278 14	3373 124
67	5-11	...	117 4	255 7	271 10	228 7	146 3	314 5	349 8	323 16	312 19	336 3	337 13	2988 95
68	5-11	49 1	348 5	311 10	332 2	338 12	245 14	267 9	1890 52
69	5-11	254 13	261 12	246 9	215 2	196 4	131 5	251 4	72 20	184 8	313 12	314 11	314 12	2751 101
70	5-11	278 12	218 8	289 13	266 18	260 24	45 10	340 20	160 28	211 15	256 12	213 22	268 11	2834 213
71	5-11	117 8	238 6	...	312 17	297 8	72 18	258 11	155 10	278 9	1777 87
72	5-11	227 10	214 12	93 4	220 13	235 15	74 11	214 16	257 18	140 17	338 20	259 17	315 39	2586 192

73	5-14	154	2	294	13	155	3	281	12	102	16	287	5	235	26	337	11	275	24	330	13	96	1	2542	124
74	5-14	277	6	288	8	241	4	158	7	107	9	102	6	297	21	173	13	238	14	252	17	291	2	340	8	2872	115
75	5-14	65	5	243	13	268	7	242	13	209	5	116	18	239	12	208	16	236	16	183	24	257	4	230	9	2490	142
76	5-14	233	4	230	13	224	3	203	6	59	..	97	8	298	2	270	8	193	20	1	1814	64
77	5-14	255	5	257	3	279	11	276	4	177	13	133	2	323	13	302	22	281	19	321	8	186	6	2790	106
78	5-14	311	7	309	12	290	16	339	22	235	11	79	14	255	23	58	9	233	8	310	14	195	14	2745	190
79	5-14	247	13	237	6	243	18	183	11	236	10	85	12	259	10	214	13	231	24	135	9	332	14	296	7	2698	147
80	5-14	83	4	370	21	307	11	351	16	323	11	256	8	354	9	322	13	283	7	324	27	309	6	330	2	3612	135
81	5-14	264	7	312	2	343	3	350	6	316	3	4	8	6	1	6	2	1601	32
82	5-14	301	14	255	17	195	6	244	16	184	5	116	7	308	9	264	9	303	13	163	7	68	2	217	12	2618	117
83	5-14	297	21	322	32	371	13	305	32	297	22	96	20	283	13	230	47	345	37	275	37	322	57	387	35	3531	366
84	5-14	238	9	174	14	268	17	216	11	213	13	51	10	150	16	215	83	318	9	321	19	195	6	2359	207
85	5-14	212	13	255	18	317	20	325	19	254	..	279	32	349	5	336	8	2327	109
86	5-14	326	3	87	4	229	17	239	11	148	11	73	13	217	10	83	20	337	22	253	47	193	6	220	4	2405	168
87	5-14	266	5	249	3	239	13	289	22	209	12	62	17	81	13	167	18	293	19	296	40	260	37	332	17	2743	216
88	5-14	333	6	343	10	309	19	301	11	244	11	121	9	94	17	318	14	365	7	325	17	2753	121
89	5-14	250	7	107	11	206	12	62	3	306	11	299	10	285	29	340	33	255	7	180	13	2290	156
90	5-14	283	11	321	20	323	10	184	1	329	10	285	8	329	14	279	13	304	10	296	18	322	14	348	15	3603	144
91	5-14	340	6	341	10	278	6	319	3	272	2	118	19	208	7	315	10	251	11	14	4	294	4	344	4	3094	86
92	5-14	251	10	204	8	213	14	211	12	237	5	81	6	270	27	139	19	278	14	274	21	131	17	278	4	2567	157
93	5-14	117	3	328	14	295	7	249	17	304	12	158	18	302	23	231	7	22	..	277	36	253	13	291	25	2805	197
94	5-14	298	11	297	13	288	11	295	17	263	7	92	11	40	7	258	17	213	8	234	8	6	..	2284	110
95	5-14	147	1	228	9	235	9	227	20	16	..	88	4	379	7	219	14	348	50	302	33	144	15	378	35	2711	197
96	5-14	311	8	350	3	315	7	324	4	336	16	8	..	165	16	334	8	341	10	233	25	229	9	226	13	3164	127
97	5-14	240	10	263	12	75	8	236	11	245	10	265	5	302	8	316	18	327	11	285	20	304	5	299	9	3167	127
98	5-14	309	2	343	5	221	3	253	13	280	7	105	5	132	7	61	10	278	17	1982	64

T.S.—Trips scheduled.

T.M.—Trips missed.

Bus No.	Age Y. Mo.	April 1956		May 1956		June 1956		July 1956		August 1956		September 1956		October 1956		November 1956		December 1956		January 1957		February 1957		March 1957		Total	
		T.S.	T.M.	T.S.	T.M.	T.S.	T.M.	T.S.	T.M.	T.S.	T.M.	T.S.	T.M.	T.S.	T.M.	T.S.	T.M.	T.S.	T.M.	T.S.	T.M.	T.S.	T.M.	T.S.	T.M.	T.S.	T.M.
99	5-1½	133	3	229	18	275	15	307	8	271	5	112	19	326	21	260	17	261	27	277	25	350	18	278	9	3079	185
100	5-1½	274	4	30	..	194	6	268	2	238	6	116	9	247	11	..	6	..	44	8	284	7	318	6	2013	65	
101	5-1½	130	10	295	2	303	9	304	8	102	1	286	11	228	16	171	6	213	16	286	7	335	10	2653	96
102	4-11½	115	2	313	6	305	13	314	1	309	8	283	6	203	9	317	11	313	17	291	10	330	6	3093	89
103	4-11½	327	14	318	11	285	18	321	12	295	13	269	3	323	6	315	9	339	12	176	9	289	10	348	13	3605	130
104	4-11½	163	7	334	3	82	12	108	8	269	20	16	6	303	13	288	13	345	9	233	20	171	9	289	6	2601	126
105	4-11½	215	8	31	11	150	9	284	24	319	8	298	19	254	5	278	15	1830	99
106	4-11½	324	1	323	9	321	4	336	12	289	15	65	7	291	9	259	21	230	15	340	26	275	10	237	86	3390	215
107	4-11½	233	7	223	8	220	18	253	13	282	17	91	6	334	20	244	9	335	11	342	32	234	22	174	12	2965	175
108	4-11½	192	..	326	10	274	20	312	5	300	14	104	9	314	16	316	27	296	35	282	43	197	8	262	11	3175	198
109	4-11½	193	3	266	6	245	4	303	7	119	20	342	13	291	9	360	14	270	10	194	5	300	9	2883	100
110	4-11½	279	13	276	15	272	10	282	12	60	7	81	9	324	19	246	21	320	13	353	12	284	12	190	8	2967	149
111	4-11½	285	8	317	15	437	7	352	11	297	4	159	1	291	8	295	19	231	18	283	26	112	15	242	19	3301	151
112	4-11½	288	17	82	2	268	9	132	..	344	7	261	31	374	5	300	20	300	14	313	11	2671	116
112	5-1½	239	3	234	11	257	..	255	8	15	3	148	5	231	19	262	5	190	19	266	23	245	14	285	17	2627	117
113	4-11½	116	8	231	15	112	5	168	3	391	12	286	16	266	26	214	10	256	2	2040	97
114	4-11½	256	2	232	7	242	12	231	13	252	18	119	12	285	29	172	25	218	43	297	50	173	26	219	40	2696	277
115	4-11½	299	8	187	4	22	..	264	2	302	9	65	12	349	12	297	13	328	9	258	9	276	6	235	11	2902	95
116	4-11½	275	11	232	17	250	11	283	14	275	10	150	6	329	9	294	11	25	6	147	20	171	17	202	8	2735	149
117	4-11½	219	7	215	5	98	5	285	16	108	14	326	12	118	11	213	12	320	7	358	11	34	..	2294	100
118	4-11½	244	3	212	9	292	16	270	24	232	8	74	7	273	7	249	29	247	9	239	19	284	24	2623	155
119	4-11½	101	1	338	7	197	6	195	3	129	2	80	7	262	17	242	20	208	8	18	1	177	19	285	16	2232	107
120	4-11½	210	13	200	6	304	11	308	23	230	5	69	16	267	4	202	25	61	5	227	27	303	17	330	12	2717	164

121	4-11	236	13	283	9	294	5	315	12	244	14	99	11	265	19	324	20	288	19	304	31	237	3	196	4	3025	160
122	4-11	267	5	284	6	219	9	244	12	219	3	68	8	220	26	279	12	282	25	282	23	213	7	56	3	2633	139
123	4-11	177	13	237	17	302	9	227	15	230	10	119	14	324	3	307	18	337	13	306	23	168	4	2734	139
124	4-11	295	10	153	16	137	7	287	10	246	14	211	6	253	8	298	6	331	14	346	28	243	9	228	9	3028	137
125	4-2	245	10	248	10	243	9	218	7	327	10	249	27	332	27	40	5	133	2	294	10	282	17	2611	134
126	4-2	313	17	475	18	403	8	532	14	242	21	378	21	259	...	345	3	80	2	242	11	280	6	282	13	3835	134
127	4-2	68	5	350	4	354	...	282	5	293	1	363	9	1710	24
128	4-2	294	16	271	15	303	4	352	7	219	8	278	11	344	18	311	13	279	22	220	...	200	1	366	7	3417	122
129	4-2	300	18	33	4	357	16	345	12	281	13	296	8	317	19	312	16	288	6	333	11	300	10	228	9	3450	142
130	4-2	199	8	306	8	357	11	250	6	1112	33
131	4-2	310	...	313	6	312	4	362	4	340	7	338	1	310	9	260	6	243	3	325	3	216	1	334	6	3663	50
132	4-2	287	2	241	18	295	8	344	7	212	5	310	10	282	22	259	19	265	8	294	6	245	2	294	13	3333	120
133	4-2	161	...	230	11	181	3	250	10	152	2	258	12	238	9	121	4	206	2	254	8	250	2	315	3	2616	66
134	4-2	324	25	337	10	336	7	358	10	334	6	274	7	228	10	312	1	144	2	101	1	225	...	327	11	3300	90
135	4-2	312	4	328	12	300	11	240	10	48	4	325	8	341	6	264	6	210	7	170	4	246	13	2784	85
136	4-2	320	...	300	8	375	...	328	12	311	6	305	2	210	7	309	6	311	4	300	4	158	3	273	4	3500	56
137	4-2	306	10	425	13	281	19	356	8	295	6	255	6	279	10	2197	72
138	4-2	6	4	370	13	330	3	334	3	179	8	274	3	280	6	1773	41
139	4-2	311	5	351	10	340	12	334	10	831	69	330	4	303	6	171	8	335	3	342	6	286	5	258	12	4195	140
140	4-2	306	2	220	17	239	6	302	5	342	12	377	18	451	30	335	13	332	8	316	4	280	6	196	26	3696	147
141	4-2	316	8	274	4	319	4	379	13	313	9	385	12	281	19	308	19	305	15	207	4	301	10	30	11	3688	128
142	4-2	51	...	132	7	309	6	387	26	322	3	337	10	384	15	293	8	435	8	355	18	326	2	250	14	3581	117
143	4-2	310	2	345	7	263	20	342	...	336	...	328	8	238	12	339	15	384	8	318	3	387	12	324	9	4014	90
144	4-2	42	...	286	3	328	3
145	4-2	297	14	320	10	262	11	322	6	345	6	289	...	237	16	281	4	249	...	203	1	218	2	253	13	3276	81
146	4-2	281	...	349	12	304	4	268	5	251	8	227	5	342	19	317	4	322	7	345	10	275	6	299	7	3580	87

T.S.—Trips scheduled.
T.M.—Trips missed.

Bus No.	Age Ys Mo.	April 1956	May 1956	June 1956	July 1956	August 1956	September 1956	October 1956	November 1956	December 1956	January 1957	February 1957	March 1957	Total
		T.S. M.S.	T.S. M.S.	T.S. M.S.	T.S. M.S.	T.S. M.S.	T.S. M.S.	T.S. M.S.	T.S. M.S.	T.S. M.S.	T.S. M.S.	T.S. M.S.	T.S. M.S.	T.S. M.S.
147	4-2½	323 2	362 11	332 2	167 5	370 10	348 7	299 22	141 8	200 5	255 12	221 10	266 ..	3224 94
148	4-2½	131 4	180 6	346 13	281 13	268 8	267 4	362 15	322 2	334 ..	305 ..	229 10	3025 75
149	4-2½	336 9	358 5	319 1	312 7	262 25	257 17	227 9	280 8	266 ..	360 20	310 9	232 13	3519 123
150	4-2½	230 7	260 16	286 13	282 3	255 15	141 6	326 10	334 11	370	254 18	347 12	3085 111
151	4-2½	258 2	283 8	326 18	347 2	308 17	373 8	228 5	229 11	118 9	395 33	292 20	348 12	3705 145
152	4-2½	249 14	234 14	248 14	331 9	357 4	305 3	283 6	302 10	342 7	252 39	204 19	331 26	3438 165
153	4-2½	275 8	361 6	298 4	301 2	286 11	329 5	151 17	244 9	299 7	326 26	98 5	2968 100
154	4-2½	4	319 2	350 9	341 3	277 2	325 5	378 36	264 9	2258 66
155	4-28	162 3	193 9	60 3	105 16	159 16	194 2	216 21	172 27	58 3	197 45	189 20	127 8	1832 173
156	4-2½	186 13	192 36	253 47	259 29	890 125
157	4-2½	6 ..	8	14 ..
158	4-2½	16 ..	22	38 ..
159	3-9½	469 801	279 53	114 27	76 19	24 5	347 83	264 32	37 8	200 79	301 56	17 5	2218 468
160	3-9½	211 73	117 18	67 12	6 2	137 34	342 32	318 59	138 21	3336 251
161	3-9½	342 94	146 18	213 29	121 26	10	162 34	386 66	118 15	1588 282
162	3-9½	34 30	21 50	49 24	461 40	322 48	42 6	109 10	187 64	240 69	54 4	1744 345
163	3-9½	30 26	235 65	71 23	72 23	210 70	201 41	173 25	183 60	243 89	67 10	1585 452
164	3-9½	14	120 12	134 12
165	3-9½	293 91	170 47	49 2	96 28	249 71	432 76	209 59	117 30	41 11	113 13	1769 428
166	3-9½	57 8	86 32	372 49	31 14	17 4	563 107
167	3-9½	14 6	188 63	148 47	42 19	10 4	95 49	497 188
168	3-9½	47 12	137 34	345 64	343 51	1	62 11	937 172
169	3-9½	8	14 ..	19 8	276 20	244 50	284 59	55 10	900 147

170	3-91	2	8	10	...		
171	3-81	309	71	282	72	95	20	105	27	395	81	81	10	88	22	265	35	211	29	97	17	1928	384	
172	3-81	56	29	164	47	78	22	175	27	45	8	231	44	159	31	76	17	23	2	344	81	85	29	1436	337	
173	3-81	16	16	...	
174	3-81	
175	3-81	254	68	35	18	346	58	394	88	404	66	401	75	284	73	8	4	72	15	2198	465	
176	3-81	4	1	4	1	
177	3-81	6	1	158	42	67	21	253	81	80	17	564	162	
178	3-81	
180	3-81	299	45	144	30	216	59	349	69	121	23	242	26	401	57	196	27	285	51	225	33	224	78	39	11	2741	518	
179	3-81	185	42	89	34	78	21	144	31	108	33	6	3	610	164	
181	3-81	295	68	70	8	365	76
182	3-81	108	6	108	6	
183	3-81	27	19	19	53	16	343	68	327	46	322	40	201	256	38	73	4	1602	315	
184	3-81	107	42	144	19	458	65	455	47	13	2	308	42	33	8	81	11	1599	236	
185	3-81	105	30	79	23	144	40	191	74	172	65	39	18	270	29	278	42	201	35	436	83	148	59	63	7	2126	505	
186	3-81	12	2	94	4	128	6	
187	3-81	289	15	138	38	174	70	51	11	238	11	137	42	183	75	125	30	6	2	125	46	113	28	43	...	1622	368	
188	3-81	148	63	32	20	36	13	218	41	264	28	155	16	241	63	108	39	31	6	1233	289	
189	3-1	281	2	359	28	269	...	318	18	309	4	245	3	343	3	304	9	147	...	360	10	339	1	342	26	3516	104	
190	3-1	256	2	277	2	260	10	195	17	243	23	308	13	274	6	250	4	287	6	219	2	244	...	278	13	3019	109	
191	3-1	256	14	304	22	207	2	315	1	203	75	279	2	258	13	167	1	228	5	265	2	217	...	293	7	3052	144	
192	3-1	348	1	352	3	347	2	326	4	322	12	334	2	348	8	209	6	253	3	278	...	285	...	331	4	3733	45	
193	3-1	308	2	316	5	292	5	377	6	309	6	112	...	334	4	142	...	226	...	299	2	309	4	348	2	3372	36	
194	3-1	332	6	340	1	223	1	462	1	308	1	334	...	234	10	195	3	169	3	277	...	240	...	380	7	3494	33	
195	3-1	340	4	312	2	352	2	451	5	326	15	118	...	310	9	334	4	302	12	297	4	257	...	344	3	3743	66	

T.S.—Trips scheduled.

T.M.—Trips as used.

Bus No.	Age Y. Mo.	April 1956	May 1956	June 1956	July 1956	August 1956	September 1956	October 1956	November 1956	December 1956	January 1957	February 1957	March 1957	Total	
		T.S.	T.M.	T.S.	T.M.	T.S.	T.M.	T.S.	T.M.	T.S.	T.M.	T.S.	T.M.	T.S.	T.M.
196	3-1	377	6	356	1	257	1	245	3	301	2	358	6	312	10
197	3-1	316	...	331	7	348	6	328	5	322	3	286	...	296	8
198	3-1	286	...	300	15	280	11	299	13	222	116	226	10	288	142
199	3-0	326	...	352	...	366	4	387	...	309	2	343	2	333	10
200	3-0	272	11	330	9	285	4	275	8½	308	6	347	3	239	6
201	3-0	255	...	297	10	245	4	13	2	46	2	334	7	362	14
202	3-0	291	8	319	13	261	7	259	4	347	1	285	4	344	6
203	3-0	234	4	6	4	...
204	3-0	120	2	264	5	254	8	275	5	277	1	274	4	101	...
205	3-0	327	...	398	10	320	10	47	2	242	3	337	...	315	11
206	3-0	319	...	283	1	364	5	369	2	314	...	165	2	315	2
207	3-0	312	4	309	4	352	6	402	6	312	12	352	6	269	6
208	3-0	343	...	352	6	354	3	429	4	250	6	326	6	328	8
209	3-0	350	...	338	11	346	...	450	16	293	2	299	2	234	2
210	3-0	166	3	112	5	229	10	153	...	259	3	112	8	149	14
211	3-0	296	2	325	1	339	3	424	6	145	5	342	2	306	4
212	3-0	246	...	231	2	263	4	441	8	214	4	321	7	161	...
213	3-0	368	...	342	7	279	3	471	3	267	1	135	...	235	8
214	3-0	154	...	214	7	254	1	94	5
215	3-0	218	3	237	15	221	...	287	11
216	3-0	123	2	190	15	155	6	160	5	283	3	238	12	236	14
217	3-0	185	7	242	5	49	2	63	3
218	3-0	46	8
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													
													

219	2-10	158	11	297	10	283	9	283	171	301	16	82	2	261	10	243	2	266	2	242	9	206	6	376	13	2938	971
220	2-11	408	6	243	7	235	14	369	6	301	21	342	2	249	7	277	5	254	12	303	2	283	...	355	6	3619	88
221	2-11	231	4	305	9	141	...	303	10	332	6	322	5	250	9	336	17	237	2	241	15	178	5	245	9	3121	91
222	2-11	8	12	229	27	249	27
223	2-11	246	10	219	8	279	13	65	4	22	3	233	4	291	11	258	5	218	2	244	42	299	6	308	9	2682	117
224	2-11	120	...	254	6	336	4	250	6	4	...	297	8	335	14	135	11	257	3	291	2	301	9	321	4	2901	67
225	2-11	547	33	505	38	472	30	565	31	495	19	563	6	574	31	339	10	702	15	540	15	507	24	534	18	6343	260
226	2-11	189	20	371	21	405	30	428	18	467	30	407	28	478	9	483	11	513	23	527	34	336	11	4604	235
227	2-11	426	18	422	45	457	16	231	9	348	9	516	39	466	26	491	25	513	16	548	18	471	19	685	37	5574	276
228	2-11	444	39	370	23	339	9	360	24	85	12	241	16	512	26	454	50	518	16	603	32	484	39	458	21	4867	307
229	2-11	310	20	612	39	602	46	660	48	675	41	754	9	785	57	798	35	695	36	646	55	706	67	733	18	7974	471
230	2-11	318	32	563	36	454	20	365	39	427	33	360	23	276	13	373	7	436	13	409	15	414	16	4395	247
231	2-11	679	40	731	50	769	47	719	52	631	32	655	33	455	41	752	25	718	37	760	53	443	44	658	10	8000	464
232	2-11	395	50	716	40	749	30	712	64	728	24	684	22	850	20	672	17	728	24	6354	291
233	2-10½	592	54	492	67	628	34	471	72	370	31	460	38	398	32	484	41	472	34	447	32	690	60	443	21	5953	515
234	2-10½	336	72	384	44	454	24	506	40	493	36	460	25	522	43	476	42	290	19	464	21	484	53	383	8	5252	427
235	2-10½	22	8	215	10	362	22	341	18	360	17	400	13	394	20	244	20	325	26	346	7	3009	161
236	2-10½	380	40	387	53	314	18	336	29	332	17	300	12	386	41	374	40	414	31	485	33	470	46	262	15	4446	375
237	2-10½	397	28	396	40	311	14	349	18	221	17	258	4	411	30	340	16	365	2	248	6	343	16	373	..	4012	191
238	2-10½	360	16	420	28	355	16	382	23	328	29	380	17	291	18	371	9	356	27	387	32	224	18	457	19	4111	252
239	2-10½	364	16	371	21	174	2	260	12	363	11	372	12	304	23	381	25	375	19	182	8	323	30	377	4	3846	183
240	2-10½	484	36	642	101	715	38	798	52	606	62	671	32	461	62	611	54	516	30	539	66	453	27	484	24	7010	584
241	2-10½	564	34	715	64	747	36	769	76	553	22	834	15	787	14	687	14	739	24	715	30	732	32	765	27	8607	388
242	2-10½	491	28	341	34	768	62	811	81	677	33	515	25	534	55	580	20	483	30	520	26	381	20	659	33	6860	447
243	2-10½	630	62	848	54	742	22	782	27	412	33	579	31	788	39	716	19	782	16	755	36	668	37	792	17	8494	393
244	2-10½	721	34	716	57	589	34	842	32	663	35	777	36	738	61	647	29	804	24	680	31	781	30	788	14	8746	417

T.S.-Trips scheduled.

T.M.-Trips missed.

Bus No.	Age Y. Ma.	April 1956	May 1956	June 1956	July 1956	August 1956	September 1956	October 1956	November 1956	December 1956	January 1957	February 1957	March 1957	Total
		T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.	T.S. T.M.
245	2-10½	791 39	770 44	786 37	664 52	579 46	795 16	367 48	398 26	632 14	798 28	743 24	260 10	7583 384
246	2-10½	521 27	780 43	666 32	680 74	554 44	696 39	508 60	697 18	743 14	58 28	704 58	651 27	7958 464
247	2-10½	316 10	318 20	377 5	518 25½	402 6	367 6	287 9	222 2	331 9	312 3	191 6	246 7	3787 108½
248	2-10½	354 10	366 6	292 10	539 5	387 7	295 ..	233 15	201 18	142 3	333 8	165 3	204 4	3511 89
249	2-9½	357 4	367 27	309 5	502 22½	341 14	305 6	129 2	134 14	192 6	233 2	216 2	274 26	3359 130½
250	2-9½	86 2	98 4	429 14	528 20	411 12	517 15	555 34	546 29	554 45	435 56	409 57	323 12	4892 300
251	2-9½	457 32	392 20	647 6	653 43	553 27	525 8	546 44	507 8	532 5	506 14	331 24	505 18	6214 249
252	2-9½	467 24	399 46	440 21	435½ 23	322 10	196 10	468 21	452 13	407 16	440 33	417 18	457 14	4930½ 249
253	2-9½	443 36	332 51	380 50	88 27	179 6	529 25	427 10	464 15	412 56	416 11	312 6	3882 293
254	2-9½	531 30	545 36	464 17	48 12	314 34	450 15	324 48	375 12	416 10	533 56	444 19	482 14	5126 303
255	2-9½	433 49	475 49	427 36	509½ 42	480 30	467 41	451 32	339 20	507 16	440 15	388 61	464 17	53998 408
256	2-9½	507 40	489 20	551 34	537 62	505 18	550 27	497 49	446 6	421 20	402 22	24 4	261 12	5280 314
257	2-9½	502 57	517 40	511 32	577 25	440 32	446 37	512 64	291 10	554 10	493 28	430 29	422 6	5709 360
258½	2-4½	267 2	316 15	234 3	281 178	320 14	286 8	35 ..	207 6	300 6	286 14	314 6	253 11	3099 928
259	2-½	405 17	298 5	250 ..	138 ..	274 16	310 8	259 17	219 21	295 9	605 15	152 2	287 11	3492 121
260	2-½	345 21	194 0	245 4	168 3	238 11	216 3	269 14	285 18	274 5	324 28	284 2	2842 115
261	2-½	322 17	197 7	243 3	234 10	255 9	220 13	280 7	227 22	243 5	290 11	285 8	280 14	3076 126
262	2-½	374 11	172 4	194 ..	189 5	174 5	229 3	267 3	245 4	226 9	327 15	263 7	323 4	2986 70
263	2-½	254 5	242 1	155 1	220 ..	185 4	259 5	285 16	246 14	340 4	298 21	224 2	288 8	2996 81
264	2-½	303 15	299 11	287 ..	140 2	275 2	247 6	288 5	257 18	233 2	213 12	243 34	292 22	3157 129
265	1-11½	358 ..	350 4	337 6	393 1	375 7	348 13	359 8	333 6	320 7	345 4	290 3	345 17	4156 76
266	1-11½	355 2	318 5	358 3	390 1	344 ..	349 ..	308 13	293 6	342 5	390 3	367 ..	3724 38
267	1-11½	334 ..	328 2	335 6	405 10	287 8	217 2	331 12	350 5	360 5	345 2	320 3	327 4	4039 59

268	I-11½	328	..	360	4	366	10	408	7	340	4	342	4	339	10	354	5	330	8	314	1	239	6	358	..	408½	59
269	I-11½	204	14	200	5	222	3	252	4	209	8	219	4	283	16	226	11	269	7	266	12	237	7	276	4	2863	95
270	I-11½	304	6	225	5	237	..	191	..	197	2	152	7	222	13	150	17	293	2	328	31	279	3	364	24	2942	110
271	I-11½	417	34	499	20	436	6	503	16	449	10	454	2	517	13	454	19	460	9	413	30	406	12	410	9	5418	180
272	I-11½	518	40	510	21	502	21	496	18	415	18	376	9	537	22	435	22	478	16	417	10	420	43	421	21	5525	261
273	I-11½	534	35	439	30	503	20	468	36	467	15	437	8	496	21	444	19	465	5	424	8	436	36	341	..	5454	233
274	I-11½	430	8	455	21	398	1	458	19	411	12	389	5	323	17	354	8	376	16	314	6	311	13	316	16	4535	142
275	I-11½	431	18	474	19	421	14	452	21	392	15	354	10	329	16	354	12	317	18	421	37	306	17	349	17	4600	214
276	I-11½	435	28	432	23	412	25	443	14	411	11	384	13	363	18	283	18	341	8	364	7	369	22	364	6	4621	193
277	I-11½	413	10	423	24	417	4	450	22	430	22	394	17	355	21	330	17	288	4	344	42	310	37	319	12	3473	232
278	I-10½	335	5	201	4	94	1	271	5	169	..	296	3	313	5	334	18	310	20	369	27	522	51	3244	139
279	I-10½	392	25	316	2	293	7	343	3	178	8	289	21	303	10	315	4	267	11	280	11	410	20	3386	122
280	I-10½	338	6	350	18	308	5	253	8	318	3	151	8	325	5	208	9	284	6	272	23	280	10	257	10	3454	111
281	I-10½	316	1	288	10	383	15	358	23	143	13	301	4	295	6	288	2	294	19	260	10	326	14	3252	117
282	I-10½	520	4	559	10	482	4	350	7	130	2	364	18	273	22	322	1	301	6	264	4	278	12	3843	90
283	I-10½	474	5	558	7	257	8	434	23	500	18	586	13	463	12	532	10	567	6	320	6	547	8	5232	116
284	I-10½	508	9	501	27	448	32	528	21	544	..	542	4	429	5	535	8	508	7	508	6	540	8	5587	127
285	I-10½	508	9	547	18	582	12	576	13	489	11	547	11	521	25	506	11	503	12	534	7	454	5	5767	134
286	I-10½	503	6	576	7	582	13	443	24	505	13	357	8	442	20	494	17	478	16	506	..	498	1	5384	125
287	I-10½	644	57	590	17	557	10	482	10	430	6	252	19	338	7	320	..	337	22	353	11	338	6	4651	178
288	I-10½	467	29	401½	37	508	57	491	21	321	11	349	20	352	7	322	21	334	33	332	10	346	9	4224	255
289	I-10½	465	16	500	42	450	20	462	52	439	35	514	21	543	26	478	18	373	11	531	35	495	33	345	5	5595	314
290	I-10½	448	..	325	2	268	4	298	3	259	30	300	2	314	..	310	4	330	..	384	20	341	1	218	11	3909	77
291	I-10½	306	11	217	8	261	5	274	8	9	12	212	4	345	6	291	13	335	..	334	14	299	4	264	12	3377	97
292	I-10½	215	8	179	..	220	2	227	..	310	..	208	2	331	5	9	8	328	4	316	12	321	2	286	11	3290	54
293	I-10½	225	21	202	1	191	2	219	2	321	..	209	2	372	10	326	6	330	1	318	11	312	4	352	21	3377	81

T.S.—Trips scheduled.

T.M.—Trips missed.

Identification No	Age at the end of March 1957 Y. Ma.	April 1956	May 1956	June 1956	July 1956	August 1956	September 1956	October 1956	November 1956	December 1956	January 1957	February 1957	March 1957	Total Trips Missed													
		T.S.M.S.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.													
	1-104	224	7	256	1	309	11	245	...	308	6	276	2	335	6	338	4	284	5	344	7	318	3	319	0	3556	61
295	1-104	298	13	251	7	366	...	271	7	266	1	239	2	358	2	356	14	271	12	330	6	306	4	319	8	3631	76
296	1-104	306	2	327	7	258	...	246	10	287	6	105	...	328	2	307	36	342	4	292	18	297	8	309	22	3394	115
297	1-104	259	6	288	11	339	7	326	2	336	6	222	...	358	9	318	...	286	...	310	7	271	13	324	14	3637	81
298	1-10	223	4	260	4	226	4	205	...	197	4	150	11	322	4	314	6	217	4	316	0	290	4	315	8	3075	62
299	1-10	332	3	471	12	414	10	477	17	494	20	442	10	470	26	428	25	489	14	404	17	488	9	422	3	5331	166
300	1-10	298	6	482	12	424	7	395	15	411	16	390	13	475	51	290	17	468	2	476	21	306	25	441	12	4855	197
301	1-10	316	17	95	5	412	2	429	10	320	15	414	3	468	39	374	6	359	11	337	12	376	6	418	6	4318	132
302	1-10	340	4	461	28	433	10	483	38	323	30	292	7	439	47	385	39	425	16	410	35	391	14	445	8	4827	276
303	1-10	323	11	480	20	377	10	467	34	359	10	473	6	516	30	371	15	433	15	487	30	419	26	441	12	5146	219
304	1-10	298	2	399	8	366	3	367	16	316	...	301	11	384	21	434	48	425	4	412	36	378	40	434	0	4514	109
305	1-10	296	...	433	9	412	21	461	26	502	22	443	8	490	53	430	23	454	10	383	14	381	28	434	13	5110	229
306	1-10	325	14	468	16	434	12	461	33	372	10	429	18	471	33	265	10	362	13	429	13	398	21	452	2	4866	197
307	1-10	509	5	456	7	523	12	343	18	319	17	428	6	598	11	541	11	560	16	490	42	510	10	484	8	5761	169
308	1-10	550	16	313	22	491	8	464	18	363	4	417	6	599	20	457	20	566	2	377	28	452	8	482	8	5531	160
309	1-10	472	12	510	13	536	9	427	21	562	4	518	6	570	2	483	8	488	26	564	15	480	2	482	5	6101	123
310	1-10	571	6	552	11	458	10	499	15	480	8	516	—	498	18	434	19	561	36	526	12	480	5	530	8	6105	148
311	1-10	381	11	570	10	527	12	287	6	313	8	116	11	294	9	244	10	314	9	310	11	280	2	303	8	3939	116
312	1-10	322	...	338	13	593	4	330	14	301	2	100	2	338	23	297	20	261	12	295	7	270	4	326	13	3471	115
313	1-10	340	8	335	2	291	5	347	6	357	10	116	2	264	3	351	9	294	4	377	33	293	17	317	10	3682	109
314	1-10	366	8	351	7	224	12	261	8	242	17	85	10	252	8	170	9	200	23	288	31	267	15	205	11	2911	159
315	1-10	342	12	310	5	273	7	301	4	280	7	157	2	370	26	304	11	371	9	370	18	330	14	382	4	3790	119
316	1-10	345	8	325	8	343	10	332	10	330	5	177	6	328	1	310	11	372	16	350	12	333	11	357	8	3903	109

317	1-10	287	4	373	9	325	11	351	3	348	10	165	7	374	1	349	13	404	13	268	9	242	...	385	2	3871	82
318	1-9	324	10	328	6	338	6	360	24	299	2	143	2	385	3	314	9	395	5	378	19	322	7	369	3	3949	104
319	1-9	359	...	298	10	244	11	136	5	286	12	141	2	392	2	331	1	402	15	385	10	343	9	351	...	3668	77
320	1-9	338	...	344	14	352	9	347	7	301	7	354	3	336	2	276	15	248	10	289	2	315	7	312	27	3812	103
321	1-9	333	9	355	9	337	24	316	11	298	18	306	4	291	5	259	2	349	18	273	3	342	10	3459	113
322	1-9	320	2	366	9	498	9	369	1	6	309	5	348	3	310	24	338	13	204	7	201	4	3059	83
323	8-9	327	2	256	3	272	2	203	...	288	14	95	6	307	2	332	8	317	3	344	4	268	12	335	8	3344	64
324	1-9	372	8	180	...	200	8	211	5	226	7	156	...	300	3	342	20	304	6	309	29	323	15	312	18	3235	119
325	1-9	321	...	379	6	334	3	334	7	308	9	144	2	296	12	283	31	283	7	342	26	288	10	315	16	3627	129
326	1-9	312	...	339	...	308	4	313	...	333	5	79	2	256	...	363	28	286	7	290	19	240	6	234	5	3353	76
327	1-9	312	2	292	3	345	4	331	3	310	11	213	2	234	5	410	25	262	6	262	4	252	6	289	30	3512	102
328	1-9	346	8	361	6	319	6	423	8	223	5	319	11	276	7	361	8	310	7	302	6	371	10	3621	82
329	1-9	393	17	366	1	400	8	390	21	299	10	305	2	346	8	206	7	237	...	309	...	286	2	290	4	3827	611
330	1-9	354	2	350	11	400	2	373	15	312	10	316	5	492	13	232	11	374	6	338	...	377	2	347	7	4265	84
331	1-9	342	4	300	5	350	8	354	9	369	17	390	10	333	6	358	4	402	4	363	2	292	3	288	4	4131	76
332	1-9	315	...	310	10	315	22	330	22	356	11	352	...	276	8	256	2	223	2	289	1	251	2	360	4	3633	84
333	1-9	349	5	294	5	326	15	366	4	287	3	324	4	270	...	200	1	268	3	265	13	284	...	225	9	3459	62
334	1-9	333	2	339	10	329	4	386	6	360	4	300	4	289	3	246	1	268	4	264	2	242	3	338	7	3694	50
335	1-9	328	...	310	1	333	3	489	6	327	7	337	2	299	4	220	8	284	4	246	...	262	4	368	17	3803	56
336	1-9	348	5	311	7	334	10	312	16	256	11	259	2	247	6	279	4	251	7	267	8	271	1	306	13	3441	90
337	1-9	344	7	346	15	361	12	384	6	263	12	336	17	305	6	510	5	405	4	330	4	263	3	368	6	4215	97
338	1-9	309	12	340	17	314	12	318	151	357	14	332	10	358	25	296	...	348	...	337	6	324	2	341	13	3970	1121
339	1-9	342	...	373	2	353	11	355	2	338	12	353	16	368	8	313	7	294	2	332	5	307	4	338	2	4068	61
340	1-61	339	2	359	9	382	6	411	7	376	20	384	13	426	4	332	9	397	...	397	7	363	2	450	...	4616	79
341	1-61	352	2	401	10	366	4	456	18	352	20	365	12	327	13	461	3	399	3	348	1	290	4	332	8	4449	98
342	1-61	399	3	426	5	400	8	478	14	309	13	415	6	273	12	279	14	402	2	361	...	373	5	359	14	4474	93

Identi- fication No.	Age Y. Mo.	April 1956	May 1956	June 1956	July 1956	Aug. 1956	Sep. 1956	Oct. 1956	Nov. 1956	Dec. 1956	Jan. 1957	Feb. 1957	March 1957	Total
		T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	
343	1-6½	373 11	442 11	395 2	487 16	357 21	327 15	395 3	329 5	362 13	321 7	322 3	295 9	4405.116
344	1-6½	387 3	441 12	295 11	469 14½	324 15	437 12	384 23	258 16	298 7	393 2	340	230 2	4256.117½
345	1-6½	360 1	359 2	377 3	421 9½	393 29	381 8	387 11	389 10	363 5	427 4	353 5	337 13	4547.100½
346	1-6½	327 ..	307 1	244 ..	237 2	241 4	225 7	276 6	317 16	278 14	291 12	210 3	267 2	3220. 67
347	1-6½	289 ..	289 3	242 9	201 1	195 16	208 6	308 2	312 4	306 4	286 9	245 2	237 13	3118. 69
348	1-6½	304 1	333 6	245 1	324 9	297 8	226 17	319 10	353 23	294 4	344 13	179 2	308 4	3526. 88
349	1-6½	316 3	291 2	281 2	239 3	305 25	243 6	333 ..	363 3	293 9	344 25	222 8	320 6	3550. 92
350	1-6½	289 13	249 7	327 4	303 2	277 9	244 2	271 4	323 12	259 4	297 11	284 5	260 3	3323. 76
351	1-6½	252 ..	218 15	288 6	332 5	346 16	266 2	312 ..	356 6	305 4	313 14	291 4	299 2	3528. 74
352	1-6½	312 6	312 8	258 ..	277 9	306 7	209 4	281 11	301 28	304 1	316 11	260 3	263 2	3399. 90
353	1-6½	314 14	303 11	269 6	266 3	319 10	332 2	307 3	384 8	314 ..	339 12	302 6	256 4	3705. 79
354	1-6½	328 9	317 2	311 3	342 4	265 10	286 3	295 17	319 1	327 3	343 10	299 6	273 10	3696. 70
355	1-6½	300 ..	290 2	296 2	321 6	327 1	296 7	322 3	276 8	192 10	275 16	331 6	280 2	2309. 63
356	1-6½	288 2	288 2	258 2	314 5	232 7	218 4	277 2	286 14	271 2	300 2	305 4	299 8	3336. 54
357	1-6½	261 ..	358 14	265 5	339 7	319 15	284 8	301 6	306 1	293 1	266 13	302 6	299 6	3593. 87
358	1-6	321 10	404 3	279 ..	321 7	328 4	279 3	302 8	259 10	313 4	268 7	298 4	263 8	3635. 68
359	1-6	303 3	296 13	262 2	327 2	259 11	224 6	273 15	213 18	288 12	252 13	260 2	212 9	3171.106
360	1-	289 9	284 1	283 6	334 7	323 17	309 2	324 6	298 15	300 11	289 17	255 2	312 1	3600. 94
361	1 ..	273 3	317 6	309 8	331 11	315 16	326 9	285 7	306 23	262 3	355 10	251 ..	318 5	3628. 101
362	1-6	290 ..	235 6	332 2	304 6	340 15	279 5	251 7	267 1	281 5	374 14	327 6	295 17	3575. 84
363	1-6	256 2	307 8	308 2	318 16	306 7	290 4	289 3	293 7	354 11	361 21	308 1	287 ..	3677. 88
364	1-6	276 8	309 3	316 ..	293 1	296 8	286 1	273 4	301 6	213 ..	384 17	339 12	312 8	3598. 68
365	1-6	293 2	296 7	338 ..	289	358 7	322 7	298 5	258 18	306 11	332 4	316 11	312 8	3718. 84

366	1-6	195	2	288	..	192	5	173	1	339	2	251	1	322	4	272	7	299	2	372	8	302	..	370	14	3375	48
367	1-6	284	3	370	7	326	2	285	6	312	4	324	4	321	..	262	7	267	3	362	4	307	1	336	3	3756	44
368	1-6	299	2	306	2	256	..	164	..	203	2	291	8	366	7	264	13	249	3	327	6	308	13	325	20	3358	76
369	1-6	341	2	188	10	253	1	341	4	353	12	308	11	336	11	315	30	251	4	398	9	228	6	345	10	3657	109
370	1-6	324	2	275	6	305	2	127	4	129	5	256	4	358	..	297	4	265	4	350	9	313	12	341	2	3340	54
371	1-6	323	..	282	8	336	2	301	11	336	8	291	5	341	7	369	10	343	..	346	6	300	2	316	2	3884	61
372	1-6	307	..	230	11	424	3	296	4	302	19	305	5	328	2	327	8	359	4	331	7	287	4	317	10	3813	77
373	1-6	295	9	330	2	355	5	282	2	320	4	175	3	337	4	346	5	377	8	377	8	307	7	326	4	3935	61
374	1-6	270	10	180	8	169	..	239	1	231	2	249	8	295	4	345	6	349	9	341	6	340	9	343	5	3351	68
375	1-6	262	14	179	3	128	..	253	2	131	1	211	4	301	..	312	11	170	8	330	23	264	14	269	9	2810	89
376	1-6	127	..	155	2	199	2	162	3	159	5	214	2	311	7	337	10	306	5	346	13	301	8	315	7	2934	70
377	1-6	135	..	142	1	221	1	166	..	189	6	230	..	276	5	331	3	368	2	381	21	317	6	277	8	3033	53
378	1-5 1/2	205	5	285	1	223	11	328	14	339	13	312	7	273	..	340	11	342	5	345	28	316	2	314	6	3622	103
379	1-5 1/2	263	6	235	4	210	2	169	3	205	8	269	10	272	6	327	17	350	6	354	6	312	..	6313	19	3281	93
380	1-5 1/2	265	2	276	17	219	5	245	6	249	4	252	6	358	5	302	16	344	..	352	18	351	10	170	5	3383	94
381	1-5 1/2	221	..	250	4	190	2	190	1	227	7	229	2	321	6	332	14	336	5	305	20	202	3	332	30	3135	94
382	1-5 1/2	291	7	336	4	249	4	281	11	362	6	336	7	309	2	294	..	324	4	310	8	292	6	353	5	3737	64
383	1-5 1/2	256	..	220	15	206	..	235	6	247	13	252	2	321	6	326	18	323	3	407	13	283	..	330	18	3326	94
384	1-5 1/2	176	7	136	..	190	..	185	2	179	13	259	2	278	11	334	8	294	..	347	10	277	6	321	14	2976	73
385	1-5 1/2	213	2	234	9	215	7	489	2	510	5	288	6	282	10	273	15	286	8	271	10	294	10	307	10	3662	94
386	1-5 1/2	228	14	208	13	116	4	182	8	234	2	223	6	279	2	291	10	321	5	424	7	477	..	486	9	3499	80
387	1-5 1/2	316	9	327	6	351	2	433	8	334	7	337	4	260	2	302	14	345	13	328	16	329	2	252	4	3914	87
388	1-5 1/2	286	14	315	7	280	..	320	9	315	25	296	9	272	4	197	19	282	3	322	6	261	12	273	3	3419	110
389	1-5 1/2	274	..	302	1	246	6	279	5	372	6	289	13	225	5	247	8	293	7	297	10	237	4	241	14	3302	78
390	1-5 1/2	300	3	305	4	312	4	325	2	333	9	330	7	235	5	251	18	274	2	259	14	237	2	278	3	3439	73
391	1-5 1/2	194	..	206	1	235	4	145	..	309	6	248	1	252	9	260	6	293	6	269	9	234	3	275	2	2923	47
392	1-5 1/2	322	..	281	7	322	5	345	6	346	12	300	4	243	8	302	28	282	6	286	7	250	6	276	2	3555	91

Bus No.	Age Y. Mo.	April 1956	May 1956	June 1956	July 1956	August 1956	September 1956	October 1956	November 1956	December 1956	January 1957	February 1957	March 1957	Total
		T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	
393	1-5½	217 9	210 1	193 2	230 1	234 1	279 6	281 16	266 2	310 16	266 4	288 2	2774 60
394	1-5½	310 4	280 2	339 9	240 3	356 12	267 5	249 4	254 22	277 4	286 5	249 17	273 8	3380 94
395	1-5½	330 2	313 4	336 ..	303 3	366 13	344 1	278 2	282 9	325 11	341 7	302 6	347 5	3857 63
396	1-5½	249 3	316 5	307 1	291 6	305 11	313 5	294 4	324 12	299 4	369 16	305 4	303 12	3675 83
397	1-5½	254 4	161 13	284 6	314 10	353 10	316 7	211 2	305 15	320 3	325 10	306 5	287 12	3436 97
398	1-5½	299 5	322 4	289 2	136 1	302 13	290 4	263 2	284 13	372 6	212 16	263 8	226 ..	3258 74
399	6-10½	6 ..	80 9	75 8	226 1	91 ..	157 2	48 2	111 ..	182 7	976 20
400	6-11½	38	136 ..	273 8	76 22	144 7	230 6	247 ..	1124 43

	April 1956	May 1956	June 1956	July 1956	Aug. 1956	Sept. 1956	Oct. 1956	Nov. 1957	Dec. 1956	Jan. 1957	Feb. 1957	March 1957
Total	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.	T.S.T.M.

97957 3708 957 641 4162 94598 3012 101113 3945 96151 3935 85032 3054 108292 5118 102124 4969 105502 3747 109657 6176 101831 4441 108656 4023

GRAND TOTAL 12,07,077 50296

Note :-

1. T.S.-Trips scheduled.
T.M.-Trips Missed.
2. Age of the vehicles given is at the end of March, 1957.

Statement showing the difference between the figures arrived at from Statistical Review and figures furnished by the management

Month	Trips Scheduled			Trips Missed		
	As per Statistical Review	As per Statement	Difference	As per Statistical Review	As per statement	Difference
April, 56 . .	1,00,380	97,957	2,423	5,460	3,708	1,752
May, 56 . .	1,03,230	95,764	7,466	6,882	4,162	2,720
June, 56 . .	96,600	94,998	1,602	2,820	3,012	(—)192
July, 56 . .	98,766	1,01,113	(—)2,347	4,340	3,945	395
Aug., 56 . .	1,04,873	96,151	8,722	5,270	3,935	1,335
Sept., 56 . .	1,04,100	85,032	19,068	4,290	3,054	1,236
Oct., 56 . .	1,09,802	1,08,292	1,510	6,355	5,118	1,237
Nov., 56 . .	1,07,040	1,02,124	4,916	6,780	4,969	1,811
Dec., 56 . .	1,09,430	1,05,502	3,928	4,743	3,747	996
Jan., 57 . .	1,12,685	1,09,657	3,028	6,417	6,176	241
Feb., 57 . .	1,02,424	1,01,831	593	5,192	4,441	751
March, 1957 . .	1,09,678	1,08,656	1,022	4,346	4,029	317
TOTAL . .	12,59,008	12,07,077	51,931	62,895	50,296	12,599

*Statement showing the number of held up buses in Central Workshop as per percentage.
Statement of vehicles.*

Date	April 1956	May 1956	June 1956	July 1956	Aug. 1956	Sept. 1956	Oct. 1956	Nov. 1956	Dec. 1956	Jan. 1957	Feb. 1957	March 1957
1	98	94	101	102	101	85	68	65	70	66	65	71
2	98	94	102	102	97	83	71	63	66	66	69	71
3	98	96	101	102	98	83	71	63	66	66	64	67
4	101	97	101	101	102	84	74	63	70	68	64	67
5	97	99	101	101	100	85	78	63	65	70	64	69
6	100	99	100	102	94	85	78	62	70	69	68	70
7	98	99	101	101	98	84	72	66	68	69	67	69
8	97	98	101	99	98	86	72	67	73	74	67	71
9	97	98	100	99	98	83	72	65	69	71	66	77
10	97	100	99	98	97	83	68	66	69	66	64	74
11	98	102	99	101	97	84	67	64	71	69	64	74
12	96	101	99	101	95	85	64	64	78	71	70	78
13	95	102	98	101	95	83	64	68	77	67	66	77
14	95	102	100	101	94	82	64	74	76	67	66	74
15	94	100	100	95	88	82	64	68	78	69	64	77
16	94	101	98	95	88	76	67	68	73	65	68	73
17	96	101	97	96	89	76	68	70	73	65	67	73
18	96	102	97	96	90	80	71	66	74	67	67	73
19	93	101	99	99	90	78	71	66	73	60	72	76
20	93	100	99	99	90	79	74	70	76	58	68	77
21	90	100	100	100	91	78	72	69	73	58	67	72
22	91	100	100	99	91	74	72	67	76	67	71	69
23	91	103	100	99	89	71	73	70	70	67	75	72
24	92	103	100	100	89	71	70	68	69	67	69	72
25	91	103	100	103	85	74	69	64	71	68	69	72
26	92	103	101	101	86	74	71	63	71	59	69	73
27	93	102	99	101	86	71	70	66	75	59	71	71
28	95	102	101	101	89	69	67	70	75	59	71	77
29	95	101	102	101	85	69	67	72	74	65	..	71
30	95	99	104	101	85	68	67	75	70	66	..	72
31	..	100	..	101	85	..	70	..	70	64	..	67
Total	2856	3102	3000	3098	2889	2365	2166	2005	2229	2042	1892	2246
Average per day	95.20	100.06	100.00	99.94	92.30	78.83	69.87	66.83	71.90	65.23	67.50	72.45
Average per state- ment	72	77	77	81	75	66	68	63	65	57	47	69

DELHI ROAD TRANSPORT AUTHORITY SCINDIA HOUSE, NEW DELHI

Month	Total Fleet	Sick vehi- cles in workshops (Average per day)	Average No. of buses in scheduled operation daily including Sundays and holi- days	Average No. of buses in scheduled operation excluding Sundays and holi- days	Percent- age of col. (3) to col. (2)	Percent- age of col. (4) to col. (2)
1	2	3	4	5	6	7
April, 56	400	112.40	280	285.00	28.10	71.25
May, 56	400	115.85	275	281.00	28.96	70.25
June, 56	400	113.57	275	278.84	28.39	69.71
July, 56	400	110.98	274	278.73	27.75	69.68
Aug., 56	400	111.36	281	286.46	27.84	71.62
Sept., 56	400	98.30	289	292.68	24.70	73.17
Oct., 56	400	99.81	291	298.00	24.95	74.60
Nov., 56	400	97.80	292	296.75	24.45	74.19
Dec., 56	400	96.05	294	299.72	24.01	74.93
Jan., 57	400	91.77	295	301.18	22.94	75.29
Feb., 57	400	85.43	301	305.43	21.36	76.36
March, 57	400	88.41	299	307.87	22.10	76.97
TOTAL		1222.23	3446	3511.66	305.55	878.02
Average per day.		101.85	287.17	292.64	25.46	73.17

NOTE :—This statement is on the basis of the revised figures furnished by D.R.T.A. on 9-12-1957. These figures have, however, not been vetted by Audit.

No. 17-TAG(21)/57

Dated : 10-12-1957

APPENDIX III

(para 12 of Report)

MINISTRY OF TRANSPORT & COMMUNICATIONS } DEPARTMENT OF TRANSPORT

(TRANSPORT WING)

SUBJECT : Information required by the Public Accounts Committee at their sittings held on 6th and 7th September, 1957 on the points arising from the D.R.T.A.'s accounts for 1954-55 etc. and the Audit Reports thereon.

2. Para 3—*Holding up of buses and delays in execution of jobs in the Central Workshop for want of spare parts.*

(i) *What is the present position in regard to the procurement of spare parts? What steps do the D.R.T.A. contemplate to take for improving the present position where a large number of (vehicles, 'Albion' and 'Bedfords' are lying in the workshop for want of spare parts which were stated to be not available in India?*

In pursuance of the undertaking given by the Transport Secretary to the Public Accounts Committee during their meeting in September, 1957, that the position regarding spare parts would be investigated by him personally, the General Manager, Delhi Transport Service, was asked to furnish full facts and figures in this respect. After a study of the information furnished by him, Govt. are of the opinion that the present position in regard to the procurement of spare parts by the Delhi Road Transport Authority is still not satisfactory. It has been observed that there has been no intelligent planning to maintain an adequate reserve of spare parts in anticipation of future requirements. There has also been lack of appreciation of the importance of arranging the procurement of spare parts at the time of placing order for new buses. Government are taking steps to rectify this position so that in future there is no undue hold-up of buses in the workshop for want of spare parts. Action has already been taken to procure for the D.R.T.A. release of foreign exchange to the extent of Rs. 1.26 lakhs and a licence to import spare parts of this value needed for the 40 Albion and 35 Guy Arab vehicles is being procured from the Ministry of Commerce & Industry. These spare parts will be enough to meet the requirements of the two obsolete type vehicles for one year. The Authority has further been asked to indicate the requirements for the next three years in respect of these makes as well as all other makes so that, wherever necessary, help can be given by Government in procurement of the spare parts. Simultaneously the Authority has been asked to follow a scientific method in stocking and supplementing spare parts in respect of the existing vehicles and the vehicles that it will acquire in future.

Recently the Authority have themselves also taken some steps to procure the necessary spare parts from various sources hitherto not fully tapped like the nationalised transport undertakings, the local market and general importers. Some spare parts have actually arrived and more are expected to be shipped from United Kingdom and Sweden by a representative of a local firm, on whom a big order was placed, who is at present in Europe in this connection.

What is the number of 'petrol driven' and diesel vehicles for which the spare parts are not available in India?

The makes and number of vehicles for which spare parts are not readily available in India are given below :

<i>Petrol Buses :</i>	Bedford SB-206	30
	Albin Petrol	2 (Obsolete Model)
<i>Diesel Buses :</i>	Albion CX-9 (Diesel)	40 (-do-)
	Guy Arab	35
	Scania Vabis	5
	Leyland Comet Mk. I	4 (Obsolete Model)
	Leyland Tiger	1
	TOTAL	117

The above mentioned 30 petrol Bedford buses are now being dieselised instead of being run on their original petrol engines.

The above mentioned number of 117 buses does not include 10 buses which are lying in the workshop from the dates shown in the following statement as these vehicles are reported by the General Manager, D.R.T.A. to be "ineffective" vehicles.

<i>Vehicle No.</i>	<i>Date of Receipt in Workshop.</i>
DLA 5682	7-1-55
DLA 5683	6-8-54
DLA 5679	4-3-55
DLA 5670	27-4-55
DLA 5678	28-3-55
	27-4-55
DLA 5680	29-11-54
	27-4-55
DLA 5681	29-12-54
	27-4-55
DLA 5677	23-6-55
DLA 5673	20-8-55
DLA 5676	25-10-57

2. (ii) *How many types of vehicles do the D.R.T.A. contemplate to have in their fleet?*

At present the following Makes and Models of vehicles (Passenger buses) are owned by the D.R.T.A. :

1.	Leyland Tiger		1
2.	Leyland Comet	Mk. II Model ECO2/4RT	83
3.	-do-	ECO2/4RS	30
4.	-do-	Mk. I Model ECPO/IR	4
5.	-do-	Mk. II Model ECPO2/IR	170
6.	Leyland Royal Tiger	Worldmaster RT3/1 (out of 134 under order)	88
7.	Bedford SB-206		30
8.	Albion Petrol		2
9.	Albion Diesel CX-9		40
10.	Scania Vabis		5
11.	Guy Arab		35
			<hr/> 488

The D.R.T.A. does not propose to add any new makes just now. Standardization of fleet on one or two Makes of Heavy duty City type vehicles will be the aim in future. As the old buses complete their life and are scrapped, the Makes and Models of buses will be gradually and progressively reduced.

2. (iii) *What steps are taken to ensure the availability of spare-parts considered necessary for their maintenance at the time of purchasing the new vehicles?*

As stated under item 2(i) above, adequate steps have not been taken by the D.R.T.A. in the past in this respect.

The General Manager has stated that the availability of spare parts will be ensured by placing bulk orders at the time of ordering of new chassis. The suppliers will be requested to stagger deliveries as to make the stores available in instalments by the time the need therefor is anticipated to arise. As stated above, instructions have already been given to the Authority to follow a scientific method in stocking and supplementing spare parts. (These instructions were given to General Manager verbally by Secretary and will be followed soon by a letter on the subject).

Joint Secretary to the Government of India.

No. 17-TAG(21) 57.

Dated : 12-12-1957.

APPENDIX IV

(para 24 of Report)

**GOVERNMENT OF INDIA
MINISTRY OF TRANSPORT & COMMUNICATIONS
DEPARTMENT OF TRANSPORT
(TRANSPORT WING)**

SUBJECT :— Information required by the Public Accounts Committee at their sittings held on 6th and 7th September, 1957 on the points arising from the D.R.T.A.'s accounts for 1954-55 etc. and the Audit Reports thereon.

8. *A note on the financial results of the working of Route No. 15-A Ring Service.*

The operation of this Ring Service was started with effect from 15th July, 1957. A table indicating the operational statistics including the income of this service is given below. It will be observed therefrom that this service has proved a success. The financial result is quite encouraging in view of the fact that the expenditure per mile is about Re. 1/-.

OPERATIONAL STATISTICS

Month	Total revenue	Total scheduled mileage	Total mileage operated	Average income per mile
	Rs.	nP.		Rs. nP.
From 15-7-57 to				
31-7-57 . .	19,752.44	23,086	22,077	0.89
August, 57 . .	49,263.69	42,089	40,763	1.20
Sept., 57 . .	41,053.00	47,740	39,439	1.04 (*)
Oct., 57 . .	50,830.78	42,098	41,335	1.22

(*)—In this month, the University remained closed for 15 days.

Joint Secretary to the Govt. of India.

No. 17-TAG(21) 57.

Dated : 10-12-1957.

APPENDIX V

(Para 25 of Report)

MINISTRY OF TRANSPORT & COMMUNICATIONS

DEPARTMENT OF TRANSPORT

(TRANSPORT WING)

SUBJECT : Information required by the Public Accounts Committee at their sittings held on 6th and 7th September, 1957 on the points arising from the D.R.T.A.'s accounts for 1954-55 etc. and the Audit Reports thereon.

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9. *A note stating the medical facilities provided by the D.R.T.A. to their staff. A copy of the Medical Attendance Rules, if any, issued by the D.R.T.A. may also be forwarded.*
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The Delhi Road Transport Authority has provided medical facilities to the employees and their families in its both Divisions, viz. the Buses Division and the Tramways Division.

2. There are at present four dispensaries in the Buses Division. These are manned by two Medical Officers (in the pay scale of Rs. 100—8—140—10 170—EB—10—300) and five compounders (in the pay scale of Rs. 55—3—85—BB—4—125—5—130). Only minor cases of sickness are attended to in the dispensaries. Major cases are sent to Government Hospitals. Only mixtures, powders, certain tablets and Penicillin injections on the scale admissible to the out-door patients in the Government dispensaries are supplied. Patent medicines, tonics and other injections and tablets are not supplied. The expenditure incurred on the cost of medicines, etc. during 1956-57 was about Rs. 7300/- for over 3000 employees. In emergent cases, the Medical Officers also attend on request of the employees at their residences and free use of staff cars, if available, is allowed to the Medical Officers for this purpose. All the Officers of the D.R.T.A. including the Medical Officers have free all route bus passes.

3. The employees of the Tramways Division are served by the Delhi State Electricity Board's dispensary which is located in the premises of the Tramways Division. The medical facilities available at this dispensary include B.P. medicines, injections, anti-biotics and all modern treatment that can be given in an out-door dispensary. The Delhi State Electricity Board bills the Delhi Road Transport Authority at the rate of Rs. 6000/- per year on an *ad hoc* basis in respect of all the Tramway employees who number about 270.

4. In addition to the above-mentioned medical facilities, such of the employees as are working in the D.R.T.A.'s workshops are also entitled to medical treatment under the Employees' State Insurance Scheme. The Authority's contribution to this scheme during 1956-57 in respect of the employees of the Buses Division amounts to Rs. 10,500/-. This scheme was extended to the employees of the Tramways Division a few months back only.

5. No medical Attendance Rules have been framed by the D.R.T.A. so far.

6. It may also be stated that the D.R.T.A. is considering the question of constructing its own hospitals to improve the medical facilities for its employees. The Authority also proposes to get a few beds reserved for its employees in one of the local hospitals until it has constructed its own hospital.

Joint Secretary to the Govt. of India.

APPENDIX VI

(Para 29 of Report)

GOVERNMENT OF INDIA

MINISTRY OF TRANSPORT & COMMUNICATIONS

DEPARTMENT OF TRANSPORT

(Transport Wing)

17-TAG(19)/57

7-12-1957.

INFORMATION REQUIRED BY THE PUBLIC ACCOUNTS COMMITTEE ON THE POINTS ARISING OUT OF THEIR SITTINGS HELD ON 6TH & 7TH SEPTEMBER, 1957, IN RESPECT OF THE DELHI ROAD TRANSPORT AUTHORITY.

Items No. 5

*Tramways Section—Outstanding paras of 1953-54 Audit Report—
Fixation of the value of the assets and the interest on the price payable to the D.C.E.P.A.*

- (i) The terms of reference of the Committee appointed by Ministry of Irrigation & Power in this case ;
- (ii) The date on which they commenced work and the date by which they were asked to submit their report ;
- (iii) When is the report expected to be submitted by this Committee ?

REPLY

- (i) To check the valuation of the priced inventory of the physical assets transferred by the D.C.E.P.A. to the D.R.T.A. as on 31st March, 1951 and to recommend any adjustments to be made in the values, as reported by Messrs. S. P. Chopra & Co., Chartered Accountants.
- (ii) The Committee held its first meeting on 26th February, 1957. No specific date was prescribed by which the Committee was required to submit its report to the Ministry.
- (iii) The Committee submitted the Report on 8th October, 1957 which was referred to the Comptroller & Auditor General of India on 9-11-1957 for final valuation of the assets.

Joint Secretary to the Govt. of India.

APPENDIX VII

(Para 4 of Introduction)

Statement showing action taken or proposed to be taken on the recommendations contained in the 20th Report of the Public Accounts Committee on the Delhi Road Transport Authority

S. No.	Reference to para No. of the Report	Ministry/Department concerned	Particulars of the item	Remarks of the Ministry
1	2	3	4	5
1	(3) Introduction 8, 9, 14, 15, 17, 25.	Transport	<p><i>S. Nos. 1, 2, 3, 4 & 7 of the Summary of the Recommendations.</i></p> <p>Certain clauses contained in the Agreement entered into by the Government of India with the Gwalior and Northern India Transport Co. Ltd., to acquire its business were weighted against Government. The Agreement did not contain any provision vesting the right in the purchaser to decide whether a vehicle was worth taking over, as laid down in the White Paper laid before both the Houses of Central Legislature on the 20th January, 1956. Further, a limit of Rs. 500/- was imposed on the amount to be deducted from the depreciated</p>	<p>The observations of the Public Accounts Committee have been noted for future guidance. Necessary instructions in regard to the suggestion for discouraging the appointment of Valuers in honorary capacity have been issued by the Ministry of Home Affairs.</p> <p>Considering the matter in retrospect, one can see that it would have been favourable to Government if provision had been made in the Agreement with the G.N.I.T. Company</p>

value, taking into account the physical condition of the vehicle, whereas no such limit had been set down in the U. K. Transport Act (1947). These two vital deviations circumscribing the right of Government culminated in the Government having had to take over vehicles some of which were not road-worthy and some others at higher prices than their physical condition warranted. Further, the Board of Valuers set about their task in a rather perfunctory manner deviating from the provisions of the Agreement to the prejudice of Government. The Committee, therefore, desire that Government should investigate the matter further and take appropriate action.

In terms of clause II(a) of the Agreement entered into between the Government and the G.N.I.T. Co., which was stated to have been based on the U. K. Transport Act, 1947, depreciation was to be deducted only in respect of each completed year or years elapsing between the date of registration of the vehicles and date of transfer. Thus, in terms of these provisions, no depreciation was taken into account in respect of 62 vehicles for the period which happened to fall short of a com-

for (i) not taking over such vehicles as were not road-worthy, (ii) allowing depreciation even for incomplete years, and (iii) allowing deduction of any amount which fairly represented the difference between the actual physical condition of the vehicles and the normal condition on the date of transfer without putting a limit of Rs. 500/- on such deduction for each vehicle. No records are, however, available to indicate why these provisions were not made in the Agreement.

In examining the agreement, it is necessary to keep in mind that after the change of administration in 1947, the acquisition of the assets of G.N.I.T. Company was the first case of nationalisation at a time when even the principles for the payment of compensation for acquired property had not been settled by the Constituent Assembly. Therefore this had to be a case of getting the best

plete year. (The amount thus not taken into account has been worked out to be more than Rs. 2 lakhs by Audit). The Committee find it difficult to see any apparent justification for such a weightage inasmuch as motor vehicles do get depreciated in value when once they are put on the road even for days, not to speak of months, the more so in the case of public utility vehicles.

Similarly clause II(a)(ii) of the Agreement provided a limit of Rs. 500/- per vehicle as the amount to be deducted from the depreciated value of each vehicle taking into account its physical condition when no such limit was imposed by the U. K. Act.

By the inclusion of these two clauses in the Agreement, Government unduly fettered both their right and discretion in this deal; the result being that deductions upto Rs. 500/- only could be made even in respect of some of the vehicles which according to the Valuers were not road-worthy. The Committee are, therefore, amazed at the plea that this provision was deemed to be more favourable to Government.

In the Committee's opinion there was no justification for not adopting, in the case of 14 six-wheeler vehicles, the formula

terms by negotiation and with the consent of the seller.

The G.N.I.T. had been assured by the Provincial Transport Authority in 1940 of a monopoly of operation until 1953. In October, 1946, the Interim Government decided to end this monopoly in response to public demand voiced in the Press and in the Legislature, but the Government had no statutory power for compulsorily acquiring the Company's business. The Company was fully aware of this position and agreed to hand over its business to Government only on condition that its assets were taken over completely on payment of full compensation for the assets and good-will in the light of the principles laid down in the U.K Transport Act, 1947. 3

When the matter was placed before the Standing Finance Committee, it was expected that the payment of compensation for the loss of business will be as much as the average annual

prescribed in clause II(a) (i) of the Agreement *viz.*, the replacement value less depreciation at 25% on the diminishing value in respect of completed years since the date of registration. This departure from the Agreement resulted in an over payment to the extent of Rs. 32,560/- having been made to the Company.

The Committee, therefore, feel that the responsibility for the over-valuation of these 14 six-wheelers and consequent loss to Government as a result of the deviation from the provisions of the Agreement should rest on the Chief Cost Accounts Officer (who was one of the Members of the Board of Valuers) inasmuch as he, knowing full well the terms of the Agreement, agreed to the new formula suggested by the Valuers that these vehicles (14) should be valued at their cost to the G.N.I.T. Co., less usual depreciation when no depreciation could have been charged in respect of these vehicles as they were registered within one year of date of their taking over.

The Committee consider that Government in the Ministry of Transport were not

profit for 3 to 4 years. After negotiation, however, the amount of compensation for loss of business paid to the Company was only one and a half times the average net annual profit. Thus it will be seen that while in the matter of the valuation of the assets, stricter provisions were not made, a substantial reduction was secured in the compensation paid for loss of business. 2

Negotiations with the G.N.I.T. Company were conducted by the then Secretary, Ministry of Transport, in association with Senior Officers of the Ministries of Finance and Law and the orders of the Transport Member or Minister were taken at appropriate stages. Some of these officers have retired and others, who have been transferred to other departments of Government, are not now in a position to throw much light

blameless in this matter inasmuch as they failed to examine the financial implications of the departures made by the Valuers from the Agreement in the matter of evaluation of these second-hand vehicles despite the fact that the latter had drawn Government's attention to this in para (4) of Section (II) of Part (2) of their Report. The Committee further consider that Government's acceptance of the Valuers' Report summarily without appreciating the financial implications of the quick decision was unwarranted and most unfortunate.

The Committee are distressed at the perfunctory manner in which the two technical Members of the Board of Valuers had set out on this work involving the Public Exchequer to the tune of over Rs. 20 lakhs. In the absence of any record of the technical examination of the vehicles conducted by the two technical experts, no scrutiny of the recommendations made by the Board of Valuers could be made by Government. The Committee regret to observe that the approach to this case at all levels had been unsatisfactory.

Judging from the rather perfunctory manner in which the honorary experts had carried out their work, the Committee suggest

on the case after the lapse of so many years. Soon after the nationalisation, a Sub-Committee of the Standing Finance Committee went into this matter. The conclusion reached then at the highest level was that the question of suspecting the bonafides of the Valuers could not be admitted. No such suggestion was ever made to the Ministry or entertained by the Ministry during the two years following the nationalisation. It is, therefore, submitted that a further enquiry at this stage is unnecessary, as it is not likely to bring out any new facts.

As regards the valuation of the second-hand six-wheelers, the formula of "replacement cost" laid down in the Agreement could not be applied, as these vehicles were of obsolete make and hence not replaceable. Moreover there were no reliable records to show how much life these vehicles had already done. The principle recommended in the

that in such case of valuation of assets to be acquired by Government, the appointment of persons in honorary capacity should be discouraged.

The interest of the Public Exchequer had been seriously neglected at every stage in handling the deal relating to the acquisition of the assets of the G.N.I.T. Co. About 43% of the vehicles went out of commission within one year of their purchase and another 15% by the following year.

It was the cumulative result of the series of serious lapses and inexcusable negligence from which the Officers concerned including the Chief Cost Accounts Officer and the representative of the Ministry of Transport cannot be divested of responsibility. The Committee consider that this case required a thorough investigation and adequate action.

Valuers' Report for the valuation of these vehicles was to pay the actual cost paid by the G.N.I.T. Company minus depreciation. No depreciation could, however, be deducted as the vehicles, had not completed one year of life with the G.N.I.T. Company. It would have been better if they had provided for proportionate deduction from the cost price on account of the period the vehicles had been in use in addition to the Rs. 500/- for adjustment. In regard to the remaining 8 six-wheelers, which were new, the Valuers assessed a lump sum replacement value of Rs. 10,000 for each vehicle. Records are not available to show whether this figure was less or more than the actual price paid for each of these vehicles by the G.N.I.T. Company. Since, however, the average price of the second-hand vehi-

cles after reconditioning was around Rs. 7,000/- it is likely that the market value of the new 8 vehicles would have exceeded Rs. 10,000/- each. New four-wheelers purchased in 1948-49 actually cost from Rs. 13,500 to Rs. 18,000 each. Therefore the fact that Rs. 10,000/- was allowed for the unused vehicles cannot be construed to mean that the price paid for the used vehicles was necessarily excessive

The record does not detail the reasons why the Valuers' report was accepted by Government. However, it may be pointed out that there was a specific provision in the Agreement with the G.N.I.T. Company that the decision of the Valuers as to the value of any asset shall not be open to question by either party and shall be final and binding on both. 2

It is admitted that a high percentage of the vehicles purchased from the G.N.I.T. Com-

pany went out of commission within 2 years, but poor maintenance both during the pendency of the negotiations and after acquisition and particularly during a strike which occurred on August 1949, was largely responsible for this. There is no denying the fact, however, that the records relating to these vehicles do not indicate that the vehicles were kept on the road for as long a period as would have been warranted by the price paid to the company.

27

2 22, 23 & Finance Trans- S. Nos. 5 & 6 of the Summary of Recommendations.
24 port D.R.T.A.

The Committee agree with the Ministry of Finance that it is consonance with the established commercial principles that record of all the bids in an auction of public property should invariably be kept. They, therefore, desire that the Ministry of Finance should issue necessary instructions in this behalf to all the Ministries concerned for future guidance.

Instructions based on the procedure followed by the Directorate General of Supplies and Disposals have been issued by the Department of Transport to the D.R.T.A. for conducting auctions. Copy of the instructions is enclosed. (Annexure I)

The Committee learnt with regret that no proper records were maintained in respect of the serviceable items which are stated to have been removed from some of the vehicles before their disposal by the D.R.T.A. They consider this omission serious as in the absence of any record, acts of pilferage and theft could be committed with impunity.

The Committee would, therefore, like to observe that it is essential that when a vehicle is cannibalised, its serviceable and unserviceable parts should be segregated and listed in the presence of both the Technical and Accounts Officers concerned, properly authenticated and taken to the stock account.

The Ministry of Transport should ask the D. T. S. to explain why the above procedure was not followed by them before disposing of the vehicles in this case.

The remarks have been noted. A copy of the instructions issued by the D.R.T.A. regarding maintenance of lists of serviceable and unserviceable parts in the case of cannibalised vehicles is attached. (Annexure II)

The General Manager, D.T.S., has stated that the records available in his office do not provide any material to give an adequate explanation as to why the procedure was not followed.

73

S. No. 8 of the Summary of the Recommendations.

(i) In the opinion of the Committee, the present mixed Board of part-time Members of the D.R.T.A. with the Chief Commis-

(i) & (iii) The views and recommendations have been brought to the notice of the Ministry of Home Affairs who are now concerned

sioner of Delhi as its Chairman, who has multifarious executive responsibilities to discharge, is not well suited for discharging the responsibility laid upon the D.R.T.A. by Parliament.

with the future set up of the statutory authorities, including the D.R.T.A., in Delhi, in view of the fact that the functions of these bodies are to be handed over to the new Corporation.

- (ii) The Committee regret to observe that the representative of the Ministry of Transport on the DRTA failed to discharge his duties and was grossly negligent, as it transpired from the evidence tendered by him. Great care should, therefore, be exercised in future in the matter of selection of the representative of that Ministry.
- (iii) What is necessary now is a body of members whose judgement and knowledge would command respect and who would keep the organisation on its toes by constant supervision and control. The Committee are, therefore, of the opinion that the present part-time Chairman should be replaced by a whole-time Chairman incumbent. The Committee would also suggest in this connection that a detailed pattern of the administration in the context of a whole-time Chairman at its head should be worked out by the Ministry of Transport.
- (ii) The remarks have been noted and will be kept in mind whenever this Ministry's representative on the D.R.T.A. is selected in future.

S. No. 9 of the Summary of the Recommendations.

- (i) With a view to associate enlightened public opinion which is essential for the efficient working of the Delhi Transport Service, the Committee suggests that a representative of the travelling public should also be appointed on the Advisory Council.
- (ii) The Committee observe that the Advisory Council is just formal in character and it has not contributed much in the matter of provision of better services to the travelling public. It is necessary that the Members of the Advisory Council should be made to feel that they have an important role as they form the connecting link with the public and can bring to bear the view point of the public at their meetings. The Committee, therefore, suggest that a half yearly Conference of D.R.T.A. and the Advisory Council should be called by the Chairman of the D.R.T.A. as such contacts might go a long way in improving the working of the Organisation. In this connection, the Committee also suggest that the meetings of the Council should be more frequent than at present.
- (i) The D.R.T.A. considered this suggestion at its meeting held on 12-11-1956 and came to the conclusion that it would not be practicable to appoint one single person to represent the different classes of the travelling public and it would make the Council unwieldy if attempt was to secure representation of all interests.
- (ii) This suggestion was also considered by the Authority in the above mentioned meeting and a decision was taken to call biannual Conferences of the D.R.T.A. and the Advisory Council. It was also decided that the meetings of the Advisory Council should be called more frequently *i.e.* at least once in 2 months.

1	2	3	4	5
5	39	Transport D.R.T.A.	<p><i>S. No. 10 of the Summary of the Recommendations.</i></p> <p>The Committee regret to observe that although a period of more than 5 years has elapsed, final decision on the important question of fixation of capital of the D.T.S. which has a vital bearing on its financial working, has not yet been taken. The Committee, therefore, desire that steps should be taken without further delay to frame the necessary legislation enabling the Government to accept the basis of calculation of Government Capital as proposed by the D.R.T.A. (cf. para 38).</p>	<p>It is proposed to fix the initial capital of the D.R.T.A. at Rs. 38·13 lakhs as per note attached (<i>Annexure III</i>) which has been sent to the Ministries of Finance and Law for concurrence. The delay in arriving at this decision is regretted.</p>
43 & 44		Transport D.R.T.A.	<p><i>S. Nos. 11 & 12 of the Summary of the Recommendations.</i></p> <p>The Committee were very much perturbed to learn as many as 87 buses were in the sick-line on the 29th March, 1956 when their sub-Committee visited the Central Workshop of the Delhi Road Transport Authority. Quite a number of these buses had come for repairs to the Workshop months back, the earliest bus having come on the 15th November, 1954. In</p>	<p>The remarks have been noted. As a result of further investigation, the Government of India are of the opinion that the position in regard to the procurement of spare parts and the repairs of buses in the Central Workshop is not satisfactory. The Chairman of the D.R.T.A. is also aware of this position. Steps are being taken to improve the position. A note on this subject has</p>

reply to a question as to who was responsible for the hold-up of vehicles in the Workshop, the General Manager, D.T.S. stated that he would take the blame for the delay. The Committee would like that this matter should be investigated further.

Out of a fleet of 400 buses, the average number of vehicles off the road has been stated to be about 60 per day, of which the major portion is awaiting attention in the Workshop. As the Workshop is now in possession of all the spare parts which are needed for carrying out repairs to these buses, the Committee trust that an all-out effort should be made to put back the buses on the road without any further loss of time by employing extra staff or working an extra shift, if necessary.

been supplied to the P.A.C. separately in reply to item 2 of the list of points enclosed with the Lok Sabha Secretariat's O.M. No. 37-PU/57, dated 20-9-57. A copy of the instructions issued by this Ministry to the D.R.T.A. in regard to stocking of spare parts is attached (*Annexure IV*).

7 47, 48 & 49 Transport
D.R.T.A.

S. Nos. 13 & 14 of the Recommendations.

The Committee fully endorse the suggestion made by Audit that the estimate of the time required and the cost involved in respect of execution of each job together with a list of parts required should be prepared, as soon as a defective vehicle is received for repairs in the Workshop, as in the absence of these records, an efficient control over the Workshop expenditure is not possible. This system of maintenance

The observations have been noted by the Delhi Road Transport Authority. The Authority had expected that it would be possible to introduce standard estimates and job cards after the I.L.O. Productivity Expert, whose services had been obtained by the Authority in October, 1956 had completed his assignment. This expectation, however, has not materialised. Steps are being taken to appoint an

of job cards will serve two useful purposes:

additional qualified Mechanical Engineer and it is hoped that progress would be made in this direction soon.

(i) It would enable the management to check and control the disposition of the technical staff with a view to ensure the maximum output and efficiency in the Workshop; and

(ii) It would establish standards for certain operational jobs which might serve as a guide in future.

(i) Since the necessary staff required for the Central Workshop has already been sanctioned and necessary equipment also procured, the Committee desire that steps should be taken to enforce the time-tests fixed for various operations in the Workshop without delay.

(ii) For the proper control of workshop expenditure and for a scientific costing of the various jobs undertaken, comparison between the standards fixed in respect of both labour and material for each item of work with the actual performance would enable the management to apply appropriate correctives.

8	50	Transport D.R.T.A.	<p><i>S. No. 15 of the Summary of the Recommendations.</i></p> <p>A report giving the recommendations made by the I.L.O. Productivity Expert whose services are contemplated to be obtained by the Government with a view to increasing the efficiency of the D.T.S. and the action taken to implement them as also the economy in expenditure achieved or likely to be achieved as a result thereof, should be submitted to the Committee in due course.</p>	<p>A note on this subject has been supplied to the Public Accounts Committee separately in reply to item 6 of the list of points enclosed with Lok Sabha Secretariat's O.M. No. 37-PU/57, dated 20-9-57.</p>
9	54	Transport D.R.T.A.	<p><i>S. No. 16 of the Summary of the Recommendations.</i></p> <p>In view of the expansion in the fleet of the D.T.S. contemplated during the ensuing years, expenditure on retreading of tyres might also assume large proportions in future. A Tyre Retreading Plant of its own in the Central Workshop of the D.T.S. would, therefore, prove an economic proposition in the long run and at the same time would ensure more efficient, expeditious and dependable service.</p>	<p>The views of the Public Accounts Committee have been noted by the Delhi Road Transport Authority who are examining the economics of the proposal to set up a Tyre Retreading Plant.</p>
10	58	Transport D.R.T.A.	<p><i>S. No. 17 of the Summary of the Recommendations.</i></p> <p>The Committee feel it extremely difficult to understand why road transport service in the capital organised on a monopoly basis should not show as good profits as</p>	<p>The remarks have been noted. There is certainly considerable room for improvement and efforts will be made to produce better results.</p>

other nationalised road transport services working in certain States are yielding.

In their opinion an undertaking working under such conditions should be in first class fettle not knowing what adversity means.

11 62 Transport
D.R.T.A.

S. No.18 of the Summary of the Recommendations.

The Committee would like to watch the results of the working of the revised scheme prepared by the D.R.T.A. for the rationalisation of routes keeping in view the elimination of uneconomical mileage and operation of services on more efficient lines.

A note on the financial results of the working of the Ring Service on route No. 15-A has been supplied to the Public Accounts Committee separately in reply to item No. 8 of the list of points enclosed with the Lok Sabha Secretariat's O.M.No.37-PU/57, dated 20-9-1957. Many other proposals forming part of the scheme of rationalisation of bus routes have also been implemented recently. It will, however, take some time to assess correctly the results of their working.

12 63, 70 & 80 Transport
D.R.T.A.

S. Nos. 19, 20 & 25 of the Summary of Recommendations.

(i) Although there has been an improvement in the position of missing trips, the percentage of missed trips is still high and vigorous measures should be taken to

The remarks have been noted. As stated against S. No. 6 of this Statement, steps are being taken to improve the Workshop side.

reduce it to the irreducible minimum, if it cannot be wiped out completely.

(ii) Since the Workshop of D.R.T.A. has now been equipped with necessary spare parts and staff, the Committee suggest that all-out efforts should be made to send out the stabled vehicles on the road as early as possible.

(iii) When once the stables are cleared, the Workshop management should see that the turn-round of the vehicles is regular.

The above measures in the opinion of the Committee will go a long way in the effective eradication of the malady of 'missing trips'.

From the staffing of depots, it appears that the D.R.T.A. had been rather liberal, while the determination of the quantum of staff for any purpose is a matter for the Authority to decide in consultation with the Management, the Committee would only sound a note of caution that if redundant manpower is retained on the pay-roll, it will hardly be worthwhile to seek efficiency.

While the Committee agree that Store accounting and stock-verification are really very essential for the efficient

The remarks have been noted. The additional establishment sanctioned purely for disposal of arrears and audit objections has been dispensed with. As regards the clerical staff, it will be observed from the following table that as compared with other nationalised city road transport undertakings

1	2	3	4	5
		administration of the undertaking and would not question any legitimate addition to the staff for that purpose, they feel that such of the additional establishment sanctioned purely for disposal of arrears and Audit objections should not be continued indefinitely.		the Delhi Transport Service is not over-staffed:
		The Committee, therefore, suggest that a constant review of staff requirements should be made with a view to ensure that the staff are fully employed. The Committee would lay great emphasis on the need for such a review as their Sub-Committee which visited the Depots of the D.T.S found that in certain sections of the Depots, the Clerical staff had, according to their own statement, not more than a couple of hours work a day.	<p><i>Name of undertaking</i></p> <p>Madras Government Transport, Madras (as on 30-6-1956)</p> <p>B.E.S.T., Bombay (as on 30-6-1956)</p> <p>Delhi Transport Service as on (31-12-1957)</p>	<p><i>No. of staff per bus operated</i></p> <p>11.7 (excluding administrative staff)</p> <p>15.35 (excluding administrative staff, other than those in the Engineering Department)</p> <p>10.14 (all categories of staff included).</p>
13	71	<u>Transport</u> <u>D.R.T.A.</u>	<p><i>S. No. 21 of the Summary of the Recommendations.</i></p> <p>The Scheme of Advance Booking of passengers at certain points was recommended as early as July, 1952 by the Enquiry Committee appointed by the D.R.T.A. But it was implemented in May, 1956. The Committee are at a loss to understand</p>	<p>Advance booking was tried in 1952. The scheme, however, failed in view of shortage of fleet strength and consequent complaints from passengers who had to wait in queues for long periods. Fares had to be refunded in many cases whenever the buses did not</p>

why the implementation of this recommendation, which, since its introduction, has shown good results, should have been deferred for four years.

arrive at scheduled timings. The Scheme was re-introduced in May 1956 when the fleet position had somewhat improved. It is restricted to points where there is a high frequency of bus services.

14 72 & 73 Transport
 D.R.T.A.

S. No. 22 of the Summary of the Recommendations.

In connection with the proposed amendment of the Delhi Motor Vehicles Rules seeking to prohibit the lifting and putting down of traffic by the station wagons, motor-cycle-rickshaws and taxis at the D.T.S. Bus Stands, the Committee feel that it requires careful consideration as any hasty step in this direction might inconvenience the travelling public in view of the long waiting generally entailed due to the irregular Services rendered by the D.T.S. In their opinion, therefore, an enduring remedy will be to increase the operational efficiency by removing the various bottlenecks to which attention has been drawn in the Report.

The views of the Public Accounts Committee have been noted. The proposed amendment of the Delhi Motor Vehicles Rules was notified by the Delhi State Government on 13-8-56. A copy of the relevant notification is attached (*Annexure V*).

(ii) As for private bus operators operating on some of the D.T.S. routes, the Committee agree in principle with the demand that private buses on these routes should be substituted by D.T.S. buses.

Government agree with the views of the Committee. Actual replacement of private buses will, however, take time, as a number of formalities have to be gone through as stipulated under the Motor Vehicles Act.

1	2	3
15	74	<u>Transport</u> <u>D.R.T.A.</u>

S. No. 23 of the Summary of the Recommendations.

While the Committee appreciate the difficulties confronting the D.R.T.A. in revising its fare structure, they would, nevertheless, like to impress upon the Authority the importance of the cardinal principle 'Tariff-making should reflect costs'.

16	75	<u>Transport</u> <u>D.R.T.A.</u>
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S. No. 24 of the Summary of Recommendations.

- (i) Paid Festival Holidays.—The Committee feel that the number of paid Festival Holidays given to the employees of the D.T.S. is comparatively on the high side.
- (ii) Running of Staff Buses.—The Committee feel that this practice of running of Staff Buses for the benefit of the operational and workshop staff for transporting them to and from their residences at a cost of Rs. 1.5 lakhs in 1952-53 and Rs. 2 lakhs in each of the years 1953-54 and 1954-55 is not only unnecessary but also undesirable and should, therefore, be stopped.

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The observation has been noted. It may be mentioned in this connection that the Delhi Road Transport Authority has recently decided to rationalise and generally reduce the rates of bus fares. The revised rates are likely to be brought into force with effect from the 1st February, 1958. A statement indicating the present rates and revised rates is attached (*Annexure VI*).

The Authority has reviewed the question of withdrawing these concessions from time to time but has found it impossible to secure the agreement of the workers to any deliberalisation of the concessions enjoyed in the past. The representatives of the D.T.S. Workers' Union, however, agreed in a meeting held in Transport Secretary's room on 3-9-1956 to refer the following issues in regard to holidays to arbitration:—

- (i) Basis of payment for working on paid festival holidays;
- (ii) Whether the number of festival holidays

(iii) Free all-routes duty pass and family passes.—The Committee can hardly see any justification for the grant of free all-routes family passes to the staff recruited before 1-9-1952. They, therefore, suggest that the D.R.T.A. should consider the discontinuance of these passes at an early date.

now granted is adequate or excessive and what change is required.

It was also agreed that each party would nominate an arbitrator and the two arbitrators would nominate an umpire to whom points on which there might be difference of opinion would be referred. In case the two arbitrators failed to agree on a nomination acceptable to both, Govt. would make the nomination. The Arbitration Board could not, however, be constituted, as the D.T.S. Workers' Union objected to the person nominated by the D.T.S. management. The Union is interested in continuing the *status quo*. In order to avoid further delay, the D.T.S. Management has applied to Delhi Administration that the matter be referred to adjudication under section 10 of the Industrial Disputes Act, 1947.

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17 86, 87, Transport
88 & 89 D.R.T.A.

S. No. 26 of the Summary of Recommendations.

The Committee regret to observe that even though the Secretary and the Chairman of the D.R.T.A. had in their hands the Police Report dated 13-3-52 which pointed to the fact that the authorities were fully aware of the complicity of Stores Officer and the Financial Assistant in the serious charges pending against them, yet, instead of investigating those charges properly

The remarks have been noted. It is, however, considered necessary to record the following in this connection:—

The Stores Officer concerned was an employee in whose case the powers to take disciplinary action vested with the Authority itself. An anonymous report containing allegations about this officer was investigated by the then Deputy General Manager with the help of the Police.

and suspending them, the D.R.T.A. accepted the resignation of the Stores Officer and dropped all enquiry regarding the Financial Assistant and reverted him to his parent Department. The Committee are, therefore, surprised at the statement made in the note furnished by the D.R.T.A. that no *prima facie* case could be established against the former Financial Assistant despite the strong suspicion by the Police. In the opinion of the Committee, it had neither basis nor any meaning. The Committee, therefore, suggest that action against the Financial Assistant would be entirely justified.

- (ii) The Committee are constrained to observe that this case had not been dealt with the severity that the circumstances had warranted. In their opinion, immediately after the irregularities had been brought to light in December, 1951, the Stores Officer should have been suspended from service. As pointed out by Audit, the failure to suspend the Stores Officer enabled that Officer to have access to all records and apparently helped him in his successfully destroying documentary evidence against him.
- (iii) In this matter, the Committee consider that the Ministry of Transport are also

Evidence on record was not considered enough for prosecution to be successful and the Chief Commissioner, Delhi, who is the Chairman of the Authority, decided to accept the resignation of the Officer. This decision was endorsed by the Authority at a subsequent meeting. Action to suspend the Officers during the enquiry could not be taken as the report was anonymous and as at no stage of the enquiry, the Enquiry Officer recommended such suspension of the officers involved. The case was handed over to the Special Police for investigation in December, 1951, and the first Police Report expressing a strong suspicion against the Stores Officer and the Financial Assistant was received on the 13th March, 1952. This report did not contain any concrete material and stated that the previous General Manager of the D.T.S. had been requested to furnish some information and that a further report was to be sent in due course. The resignation of the Stores Officer was accepted on 21-3-52, i.e., very soon after the above report had been received.

The Financial Assistant concerned was a permanent officer of the Indian Audit Department. His services had been ob-

not blameless. The Committee were given to understand that the whole enquiry started as a result of an anonymous letter, setting forth the various irregularities committed by the ex-Stores Officer, addressed to the Ministry of Transport some time in September, 1951, a copy of which was also endorsed to Audit. They are, therefore, surprised to learn that the representative of that Ministry was not even aware of the receipt of this anonymous letter on which the enquiry had started. The Committee are amazed to see why the Ministry did not care to pursue seriously such an important matter.

tained on loan from that Department and extended from time to time. The last period of extension expired on 29-2-52 and the Audit Department had declined to grant any further extension. The Officer's services were, therefore, replaced at the disposal of the Audit Department from 29-2-1952.

The Report of the Assistant sub-Inspector of Police to whom the case of the irregularities in the Stores Department had been referred for investigation contained an expression of suspicion that the Stores Officer was assisted in the removal of the file by the Financial Assistant. In view of this report, the General Manager in recording the last confidential report of this Officer for transmission to the Audit Department, stated on 29-4-1952 that he was unable to vouch for the Officer's honesty. In reply to this the Audit Department asked for further particulars about the matter and enquired whether it was contemplated to charge-sheet the officer in case there was definite proof about this dishonesty. To this a reply was sent on 20-5-52 that no definite proof about his dishonesty was forthcoming and that it was, therefore, not contemplated to charge-sheet him for dishonesty. The

final Police Report which came in December, 1952. stated that as there was no evidence warranting a case against the Stores Officer and as the missing files had not been traced, the case had been filed as untraced. The General Manager wrote a letter to his predecessor, who was in charge of the organisation at the time the irregularities had occurred, asking him for an assessment of the Financial Assistant's conduct and integrity. The reply dated 2-2-53 stated that he had no occasion or reason to suspect the conduct and integrity of the Financial Assistant during his tenure of office. This was communicated to the Audit Department on 9-2-1953.

88

It was stated in the note on item 20 which was furnished to the P.A.C. in May, 1956, that there was no record to show that the anonymous letter or even Shri Ahuja's report which referred to this letter had been received in the Ministry of Transport. It is possible that the anonymous letter was handed over in original directly to the General Manager for investigation.

S. Nos. 27 & 29 of the Summary of the Recommendations.

The Committee are unable to appreciate the plea of alleged delay in the delivery of diesel vehicles, which were intended to replace the petrol-driven vehicles, advanced in justification of the over-indenting of spare parts, nor do they appreciate the "imperative need to get the best possible service out of the petrol vehicles", when the D.T.S. had a sizeable number of diesel vehicles.

The Committee consider it unfortunate that the D.R.T.A. should have immobilised such a large sum in unwanted spares and should find itself saddled with spares for which it could not find a ready market.

The position regarding purchase of spare parts of the value of Rs. 6.65 lakhs was explained in detail in the notes furnished to the P.A.C., who unfortunately were not satisfied. Remarks of the P.A.C. have, however, been noted for future guidance. The Authority has since prescribed the procedure for stores purchase etc. A copy of the instructions is attached. (Annexure VII.) The Authority is also taking energetic steps to dispose of the surplus stores. The original book value of the obsolete and surplus spare parts as on 31-3-52 was Rs. 10.04 lakhs. The original book value of the spare parts still awaiting disposal as on 31-3-57 was Rs. 2.69 lakhs. The break-up of the value of stores still awaiting disposal is given below:—

	Rs.
Ford	84,141
Chevrolets	1,64,570
Bedford & others	5,091
Miscellaneous	14,743
TOTAL	<u>2,68,545</u>

1	2	3	4	5
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The loss suffered on the obsolete and surplus spare parts disposed of upto 31-3-1957 amounted to about Rs. 2.64 lakhs, as explained below:—

	Rs.
Original book value	10,03,784
Less value of stores consumed	1,20,615
	<u>8,83,169</u>
Less original value of stores in hand	2,68,545
	<u>6,14,624</u>
Less Actual sale proceeds of stores disposed of	3,50,857
	<u>2,63,767</u>
	or say
	<u>2.64 lakhs</u>

8

The D.R.T.A. has not been able to dispose of any obsolete and surplus spares since 31-3-1957. At its meeting held on 23-1-1958 it was decided that the work of disposing of these spare parts should be entrusted to the D.G., S. & D.

S. No. 28 of the Summary of the Recommendations.

The Committee consider the action of the D.R.T.A. in making an *ad hoc* reduction of 33½% in the book value of the surplus stores in anticipation of their disposal, which resulted in the writing off of the sum of Rs. 2.6 lakhs as a loss, in anticipation of Government sanction, as highly irregular.

It is agreed that prior sanction of the Government should have been obtained by the D.R.T.A. The requisite sanction was accorded *ex-post-facto*.

S. Nos. 30 & 31 of the Summary of the Recommendations.

The results of the examination of the working of D.T.S. have revealed that the undertaking has a long way to go towards achieving its real objectives.

The Committee's observations have been noted.

First, the formal structure of the Delhi Road Transport Authority is not conducive to the highest efficiency. Secondly, in the field of operation and management, the undertaking leaves much to be desired. Indeed, in some respects the working of the undertaking reveals a deplorable state of affairs. Lastly, the undertaking has not devoted much attention to the economics of its working.

Being a nationalised undertaking on monopolistic basis, it might without financial

embarrassment, keep itself going. The Committee attach great importance to undertaking being run on business lines. It should have one duty and one duty alone: to provide transport to the public at the lowest possible expenditure consistent with the maintenance of employment standards at the level of the best private firms.

The Committee trust that if the authorities address themselves to the problems outlined in the Report, the undertaking will attain new levels of efficiency and will become a valuable public asset.

ANNEXURE I

Ministry of Transport and Communications

(DEPARTMENT OF TRANSPORT)

(Transport Wing)

No. 31-TAG(48)/57

New Delhi, the 15th January, 1958.

From

D. D. Suri Esq., I.A.S.,
Deputy Secretary to the Government of India.

To

The Secretary,
Delhi Road Transport Authority,
Scindia House,
NEW DELHI.

SUBJECT : *Procedure for holding auctions*

Sir,

In exercise of the powers conferred by Section 39 of Delhi Road Transport Authority Act, 1950, the Central Government hereby directs that Authority shall adopt the following procedure in auctioning its stores.

AUCTIONING PROCEDURE :

(i) Stores earmarked for auction should be inspected by a responsible and suitably qualified person or persons who should record a certificate that the stores are no longer required by the Authority and should be auctioned. It should be open to such person or persons to recommend the removal of any serviceable items from a motor vehicle, etc. before certifying that the vehicle should be auctioned. All spare parts, etc. so removed should be fully accounted for and proper records should be maintained in respect of them. When a vehicle is cannibalised, its serviceable and unserviceable parts should be segregated and listed in the presence of both the Technical and Accounts Officers concerned, properly authenticated and taken to the stock account.

(ii) A reserve price or guiding price should be fixed by a responsible and suitably qualified person or persons, duly authorised in this behalf by the Authority, before any stores are put to auction. Guiding price should be fixed at 20 per cent. of the wholesale price assessed after inspection of the stores. Where it is not possible to assess the value of the stores, the

guiding price should be fixed at 20 per cent. of the book value. The Inspecting Officers should keep in view the following points while assessing the value of stores :—

1. Condition utility and serviceability verified after actual inspection.
2. Whether the stores command a local limited or very wide market.
3. Price obtained at previous sales.
4. Prevailing market prices of commodity where the same can be ascertained.
5. Location.

(iii) Auction should be conducted by an approved Auctioneer. A proper agreement should be concluded with the Auctioneer, setting forth in unambiguous terms the responsibilities and liabilities of the Auctioneer, including the conditions of sale in auctions. A form of the auctioning agreement, which is concluded by the Director-General of Supplies & Disposals with an approved Auctioneer for conducting Government auctions, is forwarded herewith for the guidance of the Authority.

(iv) The auction should be properly advertised sufficiently in advance of the date of the auction. Important items of stores on the auctioning list should also be mentioned in the advertisement.

(v) Duly authorised officers of the Authority should be present at the site of the auction and they should supervise the auction. Subject to the realisation of the reserve price when the same have been fixed, all sales should be made to the highest bidder. In cases where guiding prices only have been fixed, the Supervising Officer will be competent to take a final decision in regard to the acceptance of any bid.

(vi) The highest bids should be recorded.

Yours faithfully,

Deputy Secretary to the Government of India.

Copy forwarded for information to the Director of Commercial Audit, Queen Victoria Road Hutments, New Delhi.

Deputy Secretary to the Government of India.

ANNEXURE II

Delhi Road Transport Authority
Scindia House, New Delhi.

No. ADMI-8(1)/57.

Dated the 21st June, 1957.

MEMORANDUM

The Public Accounts Committee have recommended in its Twentieth Report that when a vehicle is cannibalised, its serviceable and non-serviceable parts should be segregated and listed in the presence of both Technical and Accounts Officers concerned and properly authenticated and taken into stock. This recommendation has now been accepted by the Central Government and the Authority.

The Works Manager and Electrical Foreman, Tramways may therefore ensure that the above instructions of the Public Accounts Committee are strictly complied with as and when any vehicle is cannibalised. The Accounts Officer to be present for this purpose will be deputed by the Chief Accounts Officer.

for Assistant General Manager (Admn.)

To All Officers of the D.R.T.A. including T.S. Electrical Foreman (Tramways).

ANNEXURE III

Note Regarding Fixation of the initial capital of the Delhi Road Transport Authority

The point at issue is the evaluation of the initial capital investment of the Central Government as on the date of taking over of the Transport Service by the D.R.T.A. viz., 1st April, 1958, with reference to Section 31 of the D.R.T.A. Act of 1950.

2. In this connection the Balance Sheet of the Delhi Transport Service as on 31st March, 1950, which has already been accepted by Audit is placed below. It will be seen therefrom that the total value of the assets as on that date is shown as 38.13 lakhs *after* taking into account the element of depreciation which has been charged to the Profit and Loss account. It would be only proper to declare the initial capital at 38.13 lakhs.

3. The Director of Audit, however, is of a different view :

- (i) with reference to Section 31 of the D.R.T.A. Act the Director of Commercial Audit has stated that the initial capital should be arrived at in terms of the total non-recurring expenditure actually incurred by the Central Government which is Rs. 55.66 lakhs.
- (ii) in the course of informal discussions the Deputy Director Commercial Audit was, however, willing to stretch a point and agree that the equivalent of the depreciation namely 17.53 lakhs could be brought within the scope of the "Funds" mentioned in Section 32 of the D.R.T.A. Act and handed over in cash to the D.R.T.A.

4. In this connection the following comments are offered :—

- (i) Section 32 talks only of "*Vesting*" of property, funds, etc., there is no provision for *cash payment*.
- (ii) such a cash payment would have considerable repercussions on the ways and means position of the Government.
- (iii) a depreciation fund is only a notional balance which may either be invested elsewhere outside the industry or ploughed back into capital. In the case under consideration the depreciation has been so ploughed back and has got merged with the capital assets. Thus by declaring the initial capital at the depreciated value of the assets the Depreciation Fund will automatically be taken to have been "*vested*" in the D.R.T.A.
- (iv) The intention behind the clause in Section 31 of the D.R.T.A. Act — "and declared to be capital expenditure by that Government", was to give the Government considerable latitude in

actually *declaring* the initial capital. The contention of the Director of Commercial Audit that the total non-recurring expenditure should itself be declared as "the capital expenditure" and therefore "the initial capital" is not acceptable. Had that been the intention there was no necessity to provide for the "declaration". There is no question of declaring a fact which is already there. The declaration provides for arriving at the initial capital as on 1st April, 1950 *after* taking into account the depreciation.

I, therefore, suggest that the initial capital may be declared by the Central Government at 38·13 lakhs. No other payments will be made to the D.R.T.A. The Ministry of Law may also be consulted in this regard.

D.S.

3-2-1958

I agree with the above view, which was recorded after discussion with me. Ministry of Finance may kindly see for concurrence before a declaration regarding the initial capital of D.R.T.A. is made. Thereafter confirmation of the Ministry of Law regarding the interpretation of the provisions of Sections 31 & 32 of the D.R.T.A. Act as made by us will be obtained.

3-2-1958

Ministry of Finance — Shri R.G. Abbhi
Ministry of Transport & Communications

(Department of Transport) U.O. No. 17-TAG (21) 57-Part. 3 dated 4th February, 1958.

ANNEXURE IV

Telegrams :
"TRANSPORT"

GOVERNMENT OF INDIA

MINISTRY OF TRANSPORT AND COMMUNICATIONS
DEPARTMENT OF TRANSPORT
(Transport Wing)

No. 17-TAG(16)/57 :

New Delhi, the 16th January, 1958

From

Under Secretary to the Government of India.

To

The Secretary,
Delhi Road Transport Authority,
Scindia House,
NEW DELHI.

SUBJECT :—*Action on the various points arising out of the discussions at the Public Accounts Committee's sittings during September, 1957 — Stocking of spare parts.*

Sir,

I am directed to refer to the material furnished by you in reply to item 2 of the list of the points enclosed with the Lok Sabha Secretariat's O.M. No. 37-PU 57 dated 20th September, 1957, and to state that in the opinion of the Central Government the position in regard to the procurement of spare parts by the Delhi Road Transport Authority is still not satisfactory. The necessity for building up an adequate reserve of spare parts to meet the requirements of the D.R.T.A.'s buses as and when they arise cannot be over-emphasised. While the Government appreciate the difficulties involved in this matter, they consider that the difficulties are not insuperable. It is, therefore, desired that—

- (a) An all-out effort should be made to procure within the shortest possible time the spare parts required for repairing those buses which have been standing in the workshop for more than two weeks for lack of spare parts. For this purpose, a detailed

list giving the number and name of all the spare parts deficient in respect each of these vehicles should be prepared, and orders placed for procuring them, if not already done.

- (b) A scientific method in regard to the stocking and supplementing of spare parts in respect of all the existing vehicles as well as the vehicles to be acquired, in future should be followed.
- (c) Immediate steps should be taken to work out the requirements of spare parts in respect of the various makes of the existing buses for the next three years and to procure the required spares.
- (d) Special care should be taken at the time of placing orders for new buses to ensure that spare parts for them will be available as and when needed.
- (e) This Ministry may be approached for assistance in getting such spares as are not available in India and cannot be had through the ordinary trade channels.

Yours faithfully,

Under Secretary to the Government of India.

ANNEXURE V

DELHI STATE SECRETARIAT, DELHI

NOTIFICATION

Dated the 13th August, 1956.

No. F. 12 (142)/55-MT&CE :—In exercise of the powers conferred by Section 67(1) (a) of the Motor Vehicles Act, 1939, the Chief Commissioner, Delhi is pleased to make the following amendments in the Motor Vehicles Rules 1940, the same having been published *vide* his notification No. F. 12(142)/55-MT&CE dated the 25th April, 1956.

AMENDMENT

Rule 4-37 of the said Rules, shall be re-numbered as Sub-rule (1) thereof and after Sub-rule (1) as so re-numbered the following sub-rules shall be inserted, namely :—

- (2) The driver of a motor cab including motor cycle rickshaw shall not :
- (a) allow his cab when it is not engaged to remain at any place other than stand appointed for the purpose nor shall he loiter for the purpose of its being hired in any public place ;
 - (b) prevent or attempt to prevent the first cab on the stand from being hired ;
 - (c) in the absence of reasonable cause to the contrary proceed to the destination named by the hirer by the shortest and quickest route or under any circumstances allow his vehicle to halt at a place within a distance of thirty yards of the Bus Stops or stands of the Delhi Transport Service either for the purpose of putting down traffic or for any other purpose whatsoever ;
 - (d) make use of his cab in connection with or for the furtherance of prostitution or act as a procurer of prostitutes ; and
 - (e) demand or accept any fare in excess of that to which he is legally entitled.

BY ORDER

Sd/- S. Swaroop,

*Secretary [Local Self Govt.] to the Government,
Delhi State, Delhi.*

ANNEXURE VI

Comparative statement indicating the present fare structure and the revised fare structure

Distance	Existing Fare (New coinage)	Proposed fare (New coinage)
	nP.	nP.
1. upto 1 mile	6	5
2. above 1 mile and upto 2 miles	12	10
3. above 2 miles and upto 3 miles	16	15
4. above 3 miles and upto 4 miles	19	20
5. above 4 miles and upto 5 miles	25	25
6. above 5 miles and upto 6 miles	28	25
7. above 6 miles and upto 7 miles	31	30
8. above 7 miles and upto 8 miles	34	30
9. above 8 miles and upto 9 miles	37	35
10. above 9 miles and upto 10 miles	41	35
11. above 10 miles and upto 11 miles	44	40
12. above 11 miles and upto 12 miles	47	40
13. above 12 miles and upto 13 miles	50	45
14. above 13 miles and upto 14 miles	53	45
15. above 14 miles and upto 15 miles	56	50
16. above 15 miles and upto 16 miles	56	50
17. above 16 miles and upto 17 miles	56	50
18. above 17 miles and upto 18 miles	56	50

ANNEXURE VII

'PROCEDURE FOR STORES BRANCH'

The procedure for the Stores Branch that will be adopted is detailed hereunder. Although it will not be possible to adopt this procedure in its entirety at the present moment, till such time the present arrears are completed and the full strength of the staff for the Stores Branch is sanctioned and the reorganization is completed. At present the procedure, which is already introduced and which can be adopted, will be strictly adhered to. All concerned will make every effort to complete the present arrears by the end of December without fail so that this procedure could be made fully effective from the 1st January, 1954.

1. The Stores Branch will be sectionised as under :—

- (a) *Supply Section*.—This section will control provisioning, Kardex Records, Issue of Stores to different units, interpreting of indents, local purchase and indenting.
- (b) *Accounts Section* will be responsible for checking of bills, invoices prices, preparation of daily issue and receipt statements to be forwarded to Accounts Branch, preparation of budget provision and all accounting side of the work.
- (c) *Records Section*.—Receipt and Despatch of mail, filing and other routine work.
- (d) *Scindia House Stores*.—This store is now stocking, Ford, Chev. Bedford and old diesel auctionable parts and usually the issues from this stores are of Chev. parts for Chev. vehicles that are still in operation. In addition this store handles the clearance of consignments and regularisation of transaction in connection with welding gasses. It is, however, intended that in the near future and in case space at Raj Ghat Depot is available all Chev. parts that will required for servicing 44 Chev. Vehicle at present on the road, will be transferred to Raj Ghat Depot Stores and the handling of consignments and regularisation of Welding Gasses, will be handled by the Karolbagh Depot so that the Scindia House Stores will only stock those parts which are no longer required and which will be put up for disposal by sale to other transport organisations, Motor Parts Dealers, or intending buyers and will be otherwise kept completely locked up so that the staff could be utilised in the Stores Branch office and Karolbagh Depot for the additional duties that will be imposed on that depot. In case there is no space at Rajghat Depot to keep the required Chev. parts for servicing the Chev. Vehicles, those Chev. parts will be transferred to Karolbagh Depot when the new racks are installed at Karolbagh Depot. There are also a few Bedford parts for the old Bedford vehicles at present lying in the Scindia House Stores. If any of these parts are suitable for the S.B. Models, these will be transferred to Karolbagh Depot and the rest disposed of by sale or auction.

- (e) **Karolbagh Depot stores** will function as Central Stores in the near future and will be catering for the requirements of all makes of vehicles and miscellaneous stores for all depots and workshop till such time, Central Workshop and Central Workshop Stores came into existence. Also the handling of consignments will be done by this depot and the officer who will be inspecting the stores will be posted at this store. In addition to this main store, there will be sub-sections for issue of petrol and lubricants and a night store, wherein a few expendable items will be kept for emergency.
- (f) **Rajghat Depot Stores** will stock parts for repair of Chev., Bedford and other Leyland vehicles that are under jurisdiction of this depot and will also have the sub-sections of petrol and lubricants and a night stores.
- (g) **Central Workshop.**—This store will also keep stocks for the major overhauls that are carried on in this workshop and the spares and miscellaneous stores will be drawn on monthly basis from Karolbagh Store.

II. *Provisioning*

- (a) Initial indenting for spares of new vehicles will be prepared by the Stores Office, Supply Section and the requirement will be based on experience as to the wear and tear of the various parts.
- (b) The consumption will be reviewed for three months and in case replenishment are required, indents will be made and placed on the manufacturers.
- (c) In order to facilitate this work the Kardex Clerks controlling each store Kardex Records will keep a register wherein they will enter parts numbers and names of such parts or general stores, stock of which they find is fast diminishing, which they will observe while in the process of posting and this register will be put up to the official responsible for provisioning at the end of every month so that provision for such items that require replenishment immediately is arranged.
- (d) All the stores also will have 3 boards in their office, one of those boards will indicate such essential items required for vehicles that are held up and are not available in stock. Second board will indicate essential items for which the vehicles are held up that have just arrived so that the Foreman, Workshop could see this board and draw them immediately. A third board will have the names of essential consumable items that are always required to be kept in stock in order that there may not be stoppage of work in the Workshop, as for example, Acid for Batteries, Cotton Waste, Kerosene Oil and such like items. The daily morning stock balance of these items is marked against each item so that the stock-keeper is aware if replenishment has got to be arranged. At present the depots will place their indent on the Head Office in accordance with the existing procedure, but at a later stage, when Kardex records are up to date, the supply

section of stores branch will arrange transfer of stocks from the main store to other depots as and when they find the Depots stocks diminishing.

- (e) The local purchase which is being done for urgent requirement will continue as at present till such time bulk stock are available. When a monthly indent is received from the depot for spare parts, the available items will be issued and after ascertaining that substitutes are not available an indent on the manufacturers will be placed immediately asking the manufacturers to intimate without delay the items which they will be supplying and simultaneously quotations from the market will be called for in accordance with the present procedure. If the items not available are already on order with the manufacturers, telegraphic reminders should be issued and the supply airlifted, if necessary. However, while sending enquiries for quotations, they will see that the nomenclature or the correct description of stores is given in the enquiry and all other information that will be required at the time of taking a decision of purchase, will be called for from the tenderers, as for example the tenderer will be asked to quote the correct price and the unit of supply in order to have uniformity in quotations for the purpose of comparison, for example if the quotations are asked for dozens, the tenderers should be instructed to quote definitely in dozens and in case the quotations are called for in gallons, correct gallons measure i.e., Imperial gallon or O.M. Gallon should be mentioned. In case samples are required, this also should be mentioned, while sending the enquiry so that the purchase is not delayed after receipt of quotations for want of samples. Also immediately on opening of quotations, the official responsible for local purchase will scrutinize the quotations thoroughly for preparation of comparative statement and in case any information is lacking, this information will be called for immediately before preparation of the comparative statement, so that the case when put up for official sanction is complete in all respects. However, before putting up the proposal for purchase, items that the manufacturers have supplied against the indents will be deleted.
- (f) In order to have uniformity in the nomenclatures of the items and to avoid duplication of cards, all the enquiries, purchase orders or indents and the Bin and Kardex cards should have a uniform nomenclature. This is only possible, if from the very first stage, i.e., from the indenting stage, the correct nomenclature is used. For instance, if the item required is Valve Grinding Paste (as it is usually called) the correct nomenclature that should be used for this is "Compound Corborandum" for "VALVE GRIDNING." This uniformity should also exist in respect of every item of miscellaneous store on all units records. The army vocabularies that are available in stores, office will help to put this in effect and all Stores Personnel should study this carefully.
- (g) Usually it is a common practice that depots keep on repeating the indent till stocks are received and actually when supply against all these indents are received, the stock become surplus to re-

quirement. Therefore, the indents should be carefully studied and any item already on order should not be provisioned for, but action should be taken to expedite supplies already ordered for. In order to avoid this copies of all purchase orders, supply orders and indents placed for material should invariably be sent to the Kardex section so that this should be posted on the indent card and the exact quantity we have got on order can be ascertained. The Kardex section will maintain a separate file for all these orders and quantities on order will be posted on the indent card. In case there does not exist a heading on the card for an item ordered, new cards including these cards required for stores use will be prepared and the indent posted. The new cards thus prepared for store use will go to the concerned store along with the relative purchase order copy or indent copy.

- (h) While reviewing the stock position to ascertain if any items required replenishment, the local purchase section will prepare a list with the following information. This list will be prepared from the register mentioned in para N. (c)

Form for the list

1. Part No. 2. Group No. 3. Nomenclature. 4. In stock at Central Stores. 5. In stock at Central Workshop. 6. In stock at Raj Ghat. 7. In stock at Karolbagh. 8. Total in all Depots. 9. Qty.

From the above information either inter depot transfers be arranged or indent be prepared and our requirement procured from the appropriate source.

III. Receipts :

- (a) In all cases when placing indents, supply orders, or Purchase Orders, Suppliers will be asked to send their proforma invoices in advance, in quadruplicate or at least with the R.R., which will be received by the Accountant. In case sufficient copies are received, these will be prepared in the section, one copy of which will not bear the prices. This copy will be handed over to the respective Kardex Clerks.
- (b) Kardex Clerks will check the invoices with the indent or order and ascertain that the quantity and the stores invoiced are in accordance with the order placed. Simultaneously the quantity received column in the indent card STR-9, the column No. 11 and 12 will be entered. One copy of the invoice with the prices omitted will be directed to the storekeeper for his use at the time of receipt of stores. The priced copy of the invoices will be directed to the pricing clerks for verification of the prices charged and after ascertaining the correctness of the prices charged, one copy will be retained by the pricing clerk in a file entitled "Invoices for goods expected." The rest of the two copies of the invoices will be returned to the Accountant. In case, there are any variations in price or of supplies, this will be taken up with the Suppliers immediately by the Accountant. The despatch advice or the Railway Receipt or any other intimation such as bank intimation regarding the despatch of material when received will be sent to Central Stores for clearing of the packages.

- (c) A register entitled "Goods Inward Register", will be maintained by the stores, wherein full particulars *viz.*, R.R. or the V.P.P. Number and weight of the packages, amount of freight, whether paid or to pay, station of despatch, station to which despatched etc. will be entered. The store section will mark on the unpriced copy of the invoice, the locations, for items for which cards exist and for other items, the new cards will be kept along with the invoice.
- (d) The consignment when received will be opened with the least possible delay in the presence of the stores inspector, checked for correctness of quality and quantity of the items and DRBs prepared. All items will be labelled with the store label form STR-4, which will give location, quantity, part No. and the DRB reference so that these items will be binned and entered on the Bin card. The information for carrying out the entry on bin card will be available on the stores label STR-4 attached to the part. Every such entry will be initialled by the person binning the item. In case a consignment received is too large to be opened and checked within a day, one copy of the DRB for these items that are checked and opened will be forwarded to the Stores Branch by forenoon the following day in order that all receipts that are entered on the Bin Card would also be posted on the Kardex cards so that the posting in the Bin cards & Kardex cards could be in conformity and datewise. The duplicate copy of the DRB will be attached to the invoices to be forwarded with the invoice when the entire consignment has been checked. The DRB will be signed by the Storekeeper for receipt and by the Inspector for correctness. The DRB will also bear locations for the new items for which no location exists previously. The DRB number will also be entered on the invoice copy against each item.
- (e) Any discrepancies observed will be clearly endorsed on the body of the invoices and when the complete consignment is opened out and checked and binned the DRB with the invoices will be sent to the Stores Branch. The Accountant will take immediate action in respect of the discrepancies. The DRB received will be passed on to the pricing clerk, who will compare them with the copy of the invoices, retained by the pricing clerk in the previous instance. The landed cost of the items will be calculated and entered on the DRB and the DRB passed on to the Kardex Clerk for posting on Kardex Records.
- (f) The Kardex Clerk will complete the entries on the indent and price card STR-9 as well as enter the receipt on the stock card STR-7. All receipt entries in the stock card will be in red ink. The location for the new items as indicated on the DRB will also be entered on the Kardex Cards. One copy of the DRB with the copies of the invoice duly verified will be sent to the Accounts Branch for payment and one copy of the invoices will be retained in the Stores Branch. Invoices from firms like M/s. General Motors, Albion Motors, M/s. Pearey Lal & Sons—Leyland Motors, with whom there are regular transac-

ctions, will be filed in different files for each firm and bills and invoices for sundry purchases from different firms will be filed in an alphabetical order.

- (g) A separate file for all DRBs will be maintained, which will be arranged in chronological order for each unit (Depot or Workshop). A strict watch will be kept by the Accountant for the continuity of the Serial order of the DRBs to ascertain that all DRBs prepared in the depots are received in the Stores Branch. The above procedure will apply to the Central Stores and similar procedure will be adopted for receipts by other stores, for supplies made from the Central Stores only one daily receipt book will be used by each depot in order to keep a check on the continuity of serial numbers.
- (h) In respect of tyres that are received from the various tyre companies the firms will be asked to quote the serial number of the tyre on the invoice and these tyre numbers will also be mentioned on the DRBs. Together with the DRBs, the Storekeeper will fill in the tyre mileage record card for each tyre giving the serial number, invoices date, make, size, type, etc. and this card will be kept with each tyre. This however does not eliminate the maintenance of Bin Card for different sizes and different makes of tyres.
- (i) While placing order for batteries, the manufacturers will be asked to supply the guarantee and record cards for batteries, which also will be kept with each battery in stock.
- (j) The supply section will maintain a budget provision Register in order to keep the purchase within the sanctioned budget limits for the various types of stores. This register will indicate on one side the total budget amount sanctioned for a particular type of store, the various orders placed for that particular type of stores and the balance of budget estimate still at the disposal. The other part will indicate the date, the order number and the amount of store received and the balance of amount of budget estimate. The following form will be adopted for the purpose.

Sanctioned Budget :

For tyres

Authority

Rs

Date	Order No.	Amount	Balance	Date	Order No.	Amount of store recd.	Balance
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A few pages of the register will be allocated for different categories of stores, i.e., spares, Oils & Lubricants, Fuel Oil, Tyres etc., as sanctioned in the budget.

IV—ISSUE OF STORES

(a) All issue of stores to workshops will be against an issue Requisition, which will be signed by the official authorised by the Works Manager.

(b) When a part requires replacement the Workshop Incharge will certify that the part is unserviceable and in case of deficiency, locate responsibility for deficiency and for consumable and expandable stores, he will certify that the previous supply has been properly accounted for.

(c) Issue Requisition will be prepared by the workshop filling in the items required, the unserviceable or repairable items that are being returned, the job no. and the vehicle No. For consumable and expandable items, the word "EXP" will be entered in the returned column of the requisition.

(d) In case of stores required for general use of the Depot and for Fuel oil for vehicles, the requisition will be signed for by the Traffic Superintendent.

(e) Unserviceable parts will be returned to stores alongwith the requisition while drawing the new items. The Store Keeper, will have the right to raise an objection in case he is doubtful about the unserviceability of the returned item and in that case the official authorising the issue will give a certificate on the Issue Requisition stating that he is personally satisfied that the part is unserviceable.

(f) The Store Keeper will detail one of his assistants to issue the stores, and the correct procedure is that the returned unserviceable items will be kept in a place allocated for this purpose. The Bin Card of the required item will be posted immediately indicating also the balance in stock after the issue and initialled by the issuer. The part for issue will be removed from the bin at the same time entering the part No. and Group No. on the requisition in the columns allotted for this purpose and signing in place against word "Issued by" after completing the entries of the issued columns. The workshop party who will be receiving stores will sign in the column "Received by."

(g) Issue Requisitions are prepared in triplicate, and two copies of the Issue Requisition will be retained by the stores, and the third fixed copy will be returned to the workshop after entering the issued column. In this connection the store staff will strictly note that, no stores will be taken out of the bin without the entry being made on the bin card. *Posting of bin card at a later stage is strictly prohibited and strict disciplinary action will be taken for any deviation from this rule.* This also applies in respect of entering the Part & Group Nos. on the requisition immediately after making entry on the bin card. In case, it is not possible for the workshop to send the issue requisition pad with the person drawing the stores every time, the first two copies will be sent to stores and the person drawing the stores will, on receipt of them complete the third copy of the pad, which will be in the workshop.

(h) It is very essential that only one page of requisition should be used so as to keep a check on the serial numbers of the requisitions and any missing number could be detected. This rule should be strictly adhered to. However, a separate requisition book may be used by the Traffic Superintendent, who will be drawing stores for general use.

(i) Store Keeper while entering the Issue Requisition will keep a watch on the seriality of the requisitions and see that it is not broken and requisition in between are not missing. If any requisition is missing he will at once contact the official approving the requisition for the missing requisition. All cancelled requisitions will also be collected by him in order to keep continuity of serial order.

(j) As regards entry of Stores against a particular job on the job card will be the function of the workshop from the third copy of the requisition.

(k) Usually the issue of stores will be in the order of first come first to be issued, particularly this procedure should be adopted in the case of Tyres, Batteries, Rubber goods, triplex glasses and other perishable items.

(l) Loan of stores is strictly objected to, however, in case of extreme necessity the officer is permitted to take store on loan for official purpose, but he will personally sign for the item received on loan from the store, in the Loan register which will be kept by the stores for this purpose. The items received on loan should not be retained more than one day. In exceptional cases if it is not possible to return the items, reasons should be mentioned on the loan register giving the approximate date when the loan item will be returned.

(m) Workshop Incharge will always ensure that the counter of the stores is not over-crowded, but will detail men for drawing stores in rotation to avoid over-crowding at the stores, which only creates confusion for the stores staff in issuing the correct items and making proper entries, also entailing loss of man hours as the persons drawing stores will have to wait for sometime for drawing supplies.

(n) All Issue Requisitions for tyres will bear serial Nos. of the tyres that is returned as well as serial No. of the tyre that is issued, and along with the tyre, the Tyre Record card which is kept with each tyre will also be issued to workshop. Similar will be the case for issue of batteries.

(o) In case a minor item is not available for issue and is urgently required and could be supplied from the complete kit, the said kit may be disassembled and be written off the charge by Issue Requisition pad which will be specially kept for use of stores and the components of the kit will be taken on charge under separate Part Number on a D.R.B. by giving cross reference of the D.R.B. and the issue requisition and the required part issued against the workshop requisition.

(p) As for lubricants, to minimise the number of requisitions, workshop will draw complete barrels and the Petrol Issue Clerk will maintain a register or a ledger for every individual issue, which will be signed for by the receiver. This register will have different headings for record of different grades of oils and greases.

(q) Drawal of fuel for the buses will continue to be made on the old requisition forms.

(r) As regards night stores a small quantity of quick moving items will be kept in the stores for issue, in case of emergency. These will be loaned by the main stores and will be signed for in the loan register. The record of these loan items will be kept in the form of a ledger in the night store and any items issued during the night after collecting unserviceable items will be replenished from the main store at the opening hour after presenting the requisition, and the unserviceable items.

(s) Usually issue of fresh supply of tools and machines is restricted and Head Office sanction should be obtained before drawing the same, which sanction could be mentioned on the body of the requisition. This is necessary to avoid small tools being lost and fresh ones drawn to make good this loss. This restriction can, however, be effective only when the workshop fitters are all equipped with necessary tool kits and workshop is well equipped with the required machines.

The above restriction will not apply for replacing of tools rendered unserviceable through fair Wear & Tear but workshop Incharge will take action against those whose tools are damaged due to carelessness and negligence before replacing them.

In order to keep a check on the tools that are in the workshop, it is suggested that an inventory of all machines and tools held in the workshop should be maintained in triplicate, one with the workshop Incharge, one with the Store Keeper, one at the head office, so that whenever additional tools are demanded the stores will refer to inventory and in case such tools already exist the necessity of additional supplies could be questioned. Every time new tools are drawn they will be entered in all the three copies of the inventory i.e., workshop copy by the workshop staff, stores copy by the Store Keeper, and the Head Quarters copy by the Kardex Clerk, who will initial on the requisition certifying entry on the inventory, in the column provided. This procedure of inventory system should be introduced only after workshop has prepared a complete list of the existing tools and plants in the workshops.

(t) Store Keeper will arrange all the Issue requisitions for the day in duplicate in their serial order, and after ascertaining the continuity of the serials Nos. and ensuring that all columns required to be filled in, are duly entered particularly the vehicle No., make, Job No. Part No. Group No. Nomenclature, returned column, required column, and issued column, and the signature of the issuer and receiver, will send them to the Head Quarters, the following morning by 11 A.M.

(u) All the Issue Vouchers for transfers to other Depots, and the D.R.Bs. for the day will also be sent to the Head Office on the following morning along with the Issue Requisition.

During the past few months Issue Requisitions D.R.Bs. and the Issue Vouchers were not sent to the Head Quarters regularly due to which the posting work has fallen in arrears. Furthermore, Issue Requisitions and issue vouchers of one date were not sent together in as much as posting could not be carried in date-wise manner which is absolutely necessary from the audit point of view. The reason attributed for delay

in submission of the Issue Requisitions was that the Issue Requisitions could not be got approved by Works Manager as he was not always available at every Depot simultaneously. To avoid this delay in future the requisition signed by the official authorised by the Works Manager will be sent immediately the following day at 11 A.M. to the Stores Office at Headquarters, and the Works Manager, will approve supplies drawn from the third copy of the requisition pad which is retained in the workshops, at his leisure and will initial the third copy in satisfaction that the drawals are reasonable.

The requisition when received in Head Office will be received by the Kardex clerk, who will ascertain the continuity of the serial order, from which he will post his Kardex cards immediately, at the same time entering the rate of the item, in the column provided on the issue requisition, from the information contained in the indent and price card STR 9. Posting of Issue Requisition will be done in blue-black ink. As regards issue vouchers for inter Depot transfer of stores, the entries will be made in green ink to distinguish the transfers from the actual consumption figures. Use of pencil for posting of Kardex cards is strictly prohibited.

(v) In all cases, on the bin cards as well as stock cards the unserviceable part or repairable stores returned in exchange of serviceable, should also be brought on charge while writing of the serviceable columns for which are provided in both the cards.

(w) Kardex clerks while posting Kardex will scrutinise the issue requisitions for any over-writings or irregularities in respect of non return of unserviceable items, and all such irregularities will be brought to the notice of the Accountant, who will obtain comments regarding these irregularities from the Depots concerned by addressing a letter to the Traffic Superintendent or W.M. & T.A.

(x) Requisitions after being posted on the Kardex and the rates entered, duly initialled by the Kardex clerk, in the columns provided, will be passed to the pricing clerk, who will extend the prices and hand them over to the Accountant.

(y) Accountant will mark in the column provided, allocations of stores, allocations of amount of stores of different category for entry on the Daily Stores Account Statement, and the daily statement of accounts for stores issued will be prepared for each different category of stores in triplicate. The original copy together with the duplicate copies of the requisitions will be sent to Accounts Branch. The second copy with the original requisition will be kept on record date-wise by the Accountant in the Stores Branch.

(z) As regards issue to Depots from the Central Stores, the present procedure will continue till the Kardex records are up-to-date, and the Depots will send the issue vouchers for issues made to other Depots the following day along with the issue requisitions. The procedure for this purpose will be, on receipt of the indent with orders to issue available items from the Stores Officer, the Store Keeper, will prepare issue voucher, and take out the required stores, simultaneously making entry on the bin card. And the issue vouchers will be sent along with issue requisitions and

When the stock record is complete the procedure will be that the indent will come to the Head Office and quantity available with Central Stores will be recorded on the indent. Also it will be checked up with other Depot stock records, if the items available in the Central Stores, are available in sufficient quantity with the other Depots, and these stocks also will be recorded, and issue vouchers for the available items will be prepared by the Supply Section and sent to the respective Depots for issue to the indenting Depot. The issuing Depots concerned will issue the items, post the cards and after recording on the issue voucher a certificate that the stores have been issued and obtaining signature of the receiving Depots representative who collects the stores will forward the issue vouchers to the Head Office with the days issue requisitions & D.R.Bs. for posting on Kardex cards.

A Board will be maintained in the Stores Office Branch which will indicate stores consumption figures month-wise for the current year and date-wise for the current month and also the Budget figures with the orders placed and stores received and the Balance of Budget Estimate. The Accountants Stores Branch will insert these figures on the board daily.

V. STOCK RECORDS

(a) After stock taking on the 1st April, 1953 Inventory Control System has been introduced for the following categories of stores :—

1. Chevrolet Spare Parts.
2. Albion Spare Parts.
3. Leyland Spare Parts.
4. Bedford Spare Parts for SB Models.
5. Miscellaneous Stores.
6. Tools & Machines.
7. Hardware & Iron Mongery.

As regards the old spare parts for Ford, Bedford, and Mercedes etc. which are scarcely or never required, records are still maintained on the old ledgers and arrangement for their disposal is under consideration.

(b) The correct way of maintenance of the Kardex records will be as under :—

Chevrolet parts will be arranged in groupwise manner and if more than one item of parts are under the same group number, they will be arranged in Chronological order. The same procedure will be adopted in the case of Bedford S.B. Model Parts. Albion and Leyland parts will be arranged in numerical sequence. But in order to facilitate identification of parts as to the particular major assy. to which the part pertains, the major assy. numbers as shown in the catalogue will be mentioned in brackets along with the nomenclature. Also as we have Albion and Leyland parts for different models i.e., CX-9, and FT-3L, in the case of former, and Leyland Comet Mark I, Mark II and Tiger in the latter, the model of vehicle to which the part pertains will also be indicated on these cards.

(c) In addition to the above the small components for proprietary assy. fitted to Albion, Leylands and Bedfords are not listed in the Makers' Part Lists. These Proprietary Assys. involved are CAV Injection Pumps., CAV Electrical Equipment and Lucas Electrical Equipment. The cards for these will be grouped in the following order :

1. CAV Injection Pumps Components.
2. "Lucas Electrical Components."

These two groups will be arranged in the numerical sequence irrespective of the make of vehicle to which they apply but the make of vehicle to which they are fitted will be indicated on the card in the column provided. This is to avoid duplication of cards as it is quite likely that in some cases, one part of CAV, Injection Pump or Dynamo which fits a Leyland vehicle is also likely to be inter-changeable with that of Albion. The make and the model for which these components are suitable will also be indicated on the cards.

(d) Other miscellaneous stores which do not bear any part number will be grouped up in the following order :—

1. Hardware and Iron Mongery, Metals which will include bolts, nuts, screws, rivets, washers, steel mild sheets, steel mild angles flats and non-ferrous metal. These will be arranged in alphabetical sequence, but correct nomenclature will be given in order to avoid having duplicate cards. The nomenclature will be uniform for all depots and workshop stores. Furthermore it will not be sufficient just to show a nomenclature as bolts and nuts with their size, but a correct nomenclature should be as under :—

Bolts and nuts, hex or round lead whichever may be the case and the type of threads i.e., BSW, BSF, ANF or UNC should be mentioned. They will also be arranged in the order of their diameters being indicated first and then their length and will be kept in the order of their lengths. In order to facilitate this arrangement, the army vocabs may be referred to.

2. General Head tools, special maintenance tools, machines and plants will also be kept in alphabetical order. The same instructions in respect of correct nomenclature as stated in the foregoing para will apply to this group.

3. Oils and Lubricants including Kerosene oil, Turpentine, Brake Fluid etc.

4. Paints and Chemicals.

5. Other general accessories required for maintenance and up-keep of vehicles, which also will be kept in alphabetical sequence.

(e) The Kardex Clerks will check up that the Kardex record balances brought forward are the closing balances in the old ledgers and after verification and preparation of discrepancies lists, if any, the ledger balances will have to be closed and got audited. They will also ascertain that stock balances, as per annual stock taking, are entered on the ledgers for those items for which inventory-control system has not been introduced. Discrepancies lists of these items also, if any, will be prepared.

(f) Regarding use of different coloured inks for the purpose in posting the Kardex cards, as already mentioned in the previous instructions, the receipts will always be in red ink, issues to workshop, which are actual consumption, in black ink and inter depot transfers in green ink. At the end of every month, the actual consumption figures *viz*, the issues in black ink will be totalled by the kardex clerks and will be entered in the consumption column of the indent and price card. Every time or card is completely filled and the balance has to be taken over to a new card, the totals of the previous balance and the receipts will be taken and after subtracting from this the total of the issues, a check will be made if the balance on the card agrees with the balance figure arrived. This will indicate if there have been any mistakes in the postings, which could be eliminated immediately.

(g) A kardex index register will be maintained for the kardex cards with the following headings :—

Serial No. of cards, group No., part No., nomenclature opening balance, date, initials of accountant, remarks. The accountant will initial the S.No. on every card and also the index register. When a card is completely filled in and the balance is being brought forward on a new card, the new card will bear the same S.No. and an oblique with the page No. *i.e.*, in case the previous card bears the S. No. 187, the new card for the same item will bear S. No. 187/2. Every new card that is prepared with the balance brought forward will be also initialed by the Accountant to ascertain that the correct closing balance of the previous card is brought forward.

(h) A few pages at the end of the index register will be reserved for the following entries :—

1. List of new headings inserted.
2. List of old headings removed.

The columns for these two will be similar to the kardex index register. Whenever an old card is removed an entry in the remarks column of the card index register will be made giving the reason for its removal and also the details of the removed card will be entered in list of old headings removed section of the cards index register. When inserting a new card the serial No. for the new card will be the same as that of the preceding card plus an alphabet. As for example if a new card is being inserted in between card No. 187 and 188, the new card will bear the S. No. 187A and so forth. Every new card before being inserted, the S. No. will be initialed by the Accountant both on the card and the register.

(i) Unit of accounting for items of stores *i.e.* number, weight or measure will clearly be indicated on the card.

(j) It is not possible to give the maximum and minimum figures for stocking for certain items of stores as for example, pistons of various oversizes as, if one years consumption of a certain oversizes will not have the same consumption for the next year as the consumption of the next oversizes will be heavier the next year. But for other quick moving items of parts and general consumable and expendable stores, it is possible to fix up the maximum and minimum figures. In the first instance, these

figures will be inserted (imaginative) from experience, but it will be possible to be more accurate after the kardex has been in use for one full year as the consumption figures for the past year will be available. The Kardex Clerks will always keep a watch on the minimum and maximum figures and take a note of the items whose stocks fall down to the minimum figure for the purpose of provision. Also at the end of every year, a list will be prepared and such items which have had no movement and other items, whose stocks are above the maximum level in order to arrange disposal.

(k) In the case of General Stores and even spare parts, there are certain items of stores which are merchandized by certain category of traders, and could be had cheaper from them than from the vehicle manufacturers. As for example, Ball & Roller Bearings for all makes of vehicles could be had at a cheaper rate from the Ball & Roller bearings dealer than from the Automobile manufacturers. So is the case with Brake Linings, Fan Bolts and Rubber, Hoses etc. In the case of General Stores, Hard ware and General Hard Tools, usually can be obtained from Hardware Merchants. Although these categories of stores should be grouped up in one, headings of these items will be far apart from one another on the kardex due to arrangement in a chronological order.

In order to facilitate preparation of quarterly or annual indents, for one category of store, it will be necessary to have identification marks for each category of stores on the cards. Different coloured plastic indicators will, therefore, be inserted in the celluloid ends of cards holders different categories of these stores in order that when preparing an indent for a particular category of the stores, the cards bearing one particular colour could be seen and the indent prepared.

VI. STORAGE

(a) Parts and Accessories will be stored in Bins of appropriate sizes taking into consideration that quick moving items are always kept in the lower part of the Bin and slow moving items in the upper part of racks. When binning items, the approximate size of the bin required for the entire stock will be taken into consideration. In all cases, storing of one item in two bins should be absolutely avoided. If larger stocks arrive, the location should immediately be changed. This change should be recorded on the location cards and intimated to the kardex section so that the change may be also recorded on the Kardex cards, every item of store will have the bin card in its bin and a face label nailed in front of the bin and location card, which will be arranged in chronological order in boxes so that whenever an item is required the location card should be referred and its location determined.

(b) *Preservation.* Every precaution will be taken for preservation of various types stores which require constant attention of the Store-Keeper. All stores exposed to the danger of rust will be coated with anti-corrosive paint. Delicate instruments like Micrometers, Vernier Callipers etc. will be coated with Lanolin and wrapped up in oil paper. Ball & Roller Bearings will always be greased and wrapped up in oil paper and kept in their sealed cottons. Ball & Roller Bearings should not be without wrappings and their boxes. Crankshaft journals should be well greased and wrapped in oil paper and in case the journals are not well supported while kept in a lying condition, they should be kept in a verticle position.

Constant watch should be kept on batteries requiring booster charge. Injection Pump parts of precision specially nozzels etc. should be kept well preserved from dust atmosphere and the packages containing these should never be opened out till the time they are actually required for use.

(c) *SECURITY.*

Admittance to stores should be strictly adhered to officers only in the presence of Stores Staff. For other staff, it is not necessary to enter the stores, as long as the stores staff is capable of correctly interpreting the requirement of the workshop as mentioned in the requisition. All the stores staff will be searched whenever they leave the store room. Except the essential items required by the stores staff for their personal use no other article will be taken by them inside the store and if any such item is taken it will be shown to the Store Keeper and the watch man, before it is taken and removed out. This should not be taken as an insult by the staff as it is a precaution and protection to them from being suspected for pilferage. All attractive and expensive items as platinum points, Ball Bearings, spark Plugs, stores of small size but of high value should be kept under lock and key and issue and receipt of such item should be controlled by the Store Keeper himself. Till such time, locking arrangement is made, store keepers will make a constant check of these items to see that stocks are intact.

(d) *Fire.* Smoking in the stores should be strictly prohibited and a board to this effect will be displayed prominently in the stores. Stocks of empty packing cases, by the side of stores wall should always be avoided in order to avoid a fire. Inflammable items should be segregated in separate room in order to avoid danger of fire to other stores

(e) Whenever a bin card is closed and the balance has to be brought forward to a new card, the totals of the opening balance and the receipt will be taken, from which the totals of the issues will be deducted and checked with the last balance on the card. In case these two figures do not tally, a check will be made for incorrect entries and adjusted immediately. Also the balance in the bin will be checked. Items of stock as on charge will never be used for stores use unless they are written off the charge by a proper requisition and brought on the dead stock register. The Officer Incharge of the depot or Central Workshop will carry out a daily stock check of a few items using the form, specimen of which is attached for the purpose. Columns 1 to 7, will be filled by the stock taking officer, and the forms will be forwarded to the Head Office for further necessary action. The number of items to be checked per day will be based on the total number of items that exist in the store so as to complete the stock check of all items during the year. The stores will have double locks, keys for one will be with the officer of the depot or the workshop and one with the Store Keeper. All the issues from stores will be over the counter and the counter gate will always be locked from the inside. This instruction will be strictly adhered to.

For Inter Depot Transfer of stores, a Gate Pass will be prepared by the Store Keeper of the Issuing Store, giving the Issue Voucher number and the indent number against which the stores are issued. This Gate Pass will be approved by the T.S. or W.M. whomsoever is concerned. The approving officer will sometime have a surprise check

of the stores at the gate to see that they are in accordance with the Issue Voucher and not in excess. The Watchman will have the right to examine the stores and ascertain if the stores are according to the Issue Voucher and the Gate Pass. All these gate passes will be collected by the Watchman and sent to the Accounts Officer by name on the following morning.

VII. DISPOSAL OF UNSERVICEABLE STOCKS

(a) At the end of every quarter Kardex clerks will prepare a list of Kardex balances of unserviceable and repairable stocks, which will be sent to the Store Keeper, who will sort out unserviceable stock in accordance with the list. Usually these stocks are sent to Retrieving or Recovery Section for recovery of whatever serviceable items that can be recovered from the minor assemblies which are returned to stores, but till such time we have a Recovery Section, the unserviceable stores will be inspected by a Committee appointed by the General Manager who will declare the said stores in the following categories :—

1. Stores repairable.
2. Stores from which serviceable items could be recovered.
3. Stores condemned, and beyond repairs.

Condemned Stores will be stamped with a mark of condemnation in order to avoid them being used for drawing new items and will be transferred to a yard for purpose of auction, as is done at present at Coronation Depot.

(b) The stores falling in category 1 will be repaired in the workshop and returned to stores to be taken on charge as part worn.

(c) The stores falling in category 2, the recoverable items will be removed and returned to stores and the unserviceable will be sent by the Store Keeper to the auction yard.

(d) Committee's report of condemned stores will be sent to stores branch, who will write off unserviceable items from the cards by preparation of issue voucher, which will be sent to the stores for writing off those items from their charge and forwarding to the condemnation yard.

(e) In the case of tyres being an expensive item at the time of replacement the old tyre will be thoroughly examined before replacement and if repairable or retreadable, will be declared as such and repaired or retreaded and sent to stores. In the case of tyre found defective in manufacture it will be returned to firm for replacement. In the event of the old tyre being found damaged due to negligence, steps will be taken to locate responsibility. If worn out before giving the expected life through mechanical defects on the vehicle, steps will be taken to rectify the defects on the vehicle.

(f) At the end of the quarter when the committee examines the unserviceable stores, tyres will again be re-examined, and if found absolutely unserviceable the word condemned will be branded by the side of the Serial number. A list of the serial number of the unserviceable tyres with the sizes and make will be prepared to check up with the Issue Requisition, that only those tyres that were returned to stores have been condemned.

VIII—GENERAL.

(a) Parts Catalogues maintained in the Stores Branch and the stores will be kept up to date by amending the part Nos. from the part change notices that are received from time to time. All stock records namely the stock card, bin card, face labels, location cards, will also be amended according to these change notices. Similar action should also be taken in respect of part prices lists so that price lists are up to date. Price lists will be kept by the accounting section, supplies section of the Stores Branch.

(b) Stores Office and the Stores will co-operate in furnishing information regarding inter-changeability of parts for preparing of Master Cross Index *i.e.*, (*e.g.*) Ball and Roller Bearings which are used in various vehicles although their part numbers according to the Catalogues may be different, the parts may be identical. A watch will be kept by the Store Keeper and in particular by Stores Inspector, who will furnish the information to the Stores Office, in order to record cross-reference on the respective cards and prepare a Master Cross Index.

General Manager

P.S.

While the above procedure has been put into practice, any practical difficulty experienced or amendment or addition that may be found necessary may please be brought to the notice of the Stores Officer, so that the procedure could be finalised, after it has been in practice for about 3 months from 1st January, 1954.

Daily Stock Check Report

[illegible]

Chief Accounts Officer.

APPENDIX VIII

Summary of the main conclusions/recommendations of the Fifth Report of the Public Accounts Committee (Second Lok Sabha) on the Accounts of the Delhi Road Transport Authority for the year 1954-55 and Audit Report thereon.

S. No.	Para No.	Ministry concerned	Conclusions/Recommendations
1	2	3	4
1	3 (Introduction)	All Ministries	No information has been received by the Committee about the progress made regarding reconciliation of stores balances which have remained unreconciled for the last five years. The manner in which recommendations of the Committee have been attended to by the Authority and the Ministry have compelled the Committee to draw the special attention of Parliament to this very important question.
2	4 (Introduction)	Transport and Communications <hr/> D.R.T.A.	Late submission of the statements showing action taken proposed to be taken by the Government on the 20th Report of the Committee, have prevented their consideration by the Committee. They, therefore, reserve their comments on the merits or otherwise of the various issues raised therein.
3	4 (Introduction)	Do. <hr/> Home Affairs	The D.R.T.A. has now been transferred to the control of the newly-formed Delhi Municipal Corporation. The Committee trust that this transfer will not in any way affect the implementation by the

1	2	3	4
			<p>Authorities concerned in the new set up of the recommendations made by the Committee.</p>
4	<p>5 (Introduction)</p>	<p>All Ministries</p>	<p>The Committee do not appreciate why the Ministry should have forwarded such information to them about the accuracy of which they themselves were in doubt.</p>
			<p>The Committee need hardly emphasize that it is essential for the Ministries to furnish to the Committee, complete and correct information duly vetted by Audit as otherwise the Committee would be handicapped in coming to correct conclusions. The Committee would like the Ministries to exercise special care while forwarding notes to them.</p>
5	<p>6 (Introduction)</p>	<p>All Ministries</p>	<p>The observations of the D.R.T.A on the Audit Report were printed along with the D.R.T.A. Accounts and laid on the Table of the House. This is highly objectionable and contrary to all conventions. Explanations and observations on the Audit Report by the Executive should always be submitted to the Public Accounts Committee in the first instance. It is hoped that in future this practice will not recur. The Committee suggest that a senior officer in each Ministry should be assigned the task of dealing with the presentation to Parliament of such Accounts, Reports and other papers in pursuance of provisions contained in the Act passed by Parliament.</p>

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Ministry of Tr. & Com. In the opinion of the Committee
D.R.T.A. a public undertaking like the

D.R.T.A. should endeavour to maintain greater efficiency at lesser costs and not the opposite. They would, therefore, impress upon the authority the desirability of effecting improvements in this regard so that the operational charges are kept to the minimum level compatible with the efficient running of the services.

6

Do.

The Committee suggest that the D.R.T.A. should launch an all out drive to stop the practice of ticketless travelling by the public by resorting to surprise checks and prosecuting the offenders.

7

8

Do.

All Ministries

The Committee have been repeatedly saying in the past that the accounts are allowed to remain unreconciled for long periods till a stage is reached when one has only to write off the losses without investigation. It is needless to say that such things lead to inefficiency as well as loss of public money.

8

10

Ministry of Tr. & Com.

D.R.T.A.

The Committee strongly deprecate the complacency shown by the D.R.T.A. authorities in the matter of accounting of stores amounting to lakhs of rupees. The Committee agree with the Ministry that the explanation given by the General Manager is altogether unacceptable and trust that the Ministry would take appropriate measures immediately to set matters right.

1	2	3	4
9	12	Ministry of Tr. & Com. <u>D.R.T.A.</u>	The position as now stated by the representative of the Ministry is in conflict with statements made in the past. Over optimistic statements of this nature do not enhance the reputation of an undertaking, especially as it is in the public sector.
10	14	Do.	The Committee trust that with the old model of buses taken off the road on completing their normal life and with the new technique of stocking spare parts for the new models since introduced, the percentage of 'sick' vehicles would go down considerably and the maximum number of vehicles will be put on the road.
11	15	Do.	There should always be stand by buses available for eventualities which should not be met by curtailing any scheduled service for the time being to the detriment of the public travelling by that route.
12	17	Do.	The value of a well-designed employee training programme has long been recognised. Semi-trained workers and those who depend on the trial and error method slow up production and increase accidents, spoilage, and costs. It is, therefore, essential that workers should be taught not only <i>what</i> to do but <i>how</i> , <i>when</i> and <i>why</i> to do it. New and more effective training techniques, job breakdowns and changes in processing methods should be introduced in the workshops and the school run by the D.T.S. New employees should be trained in the school or the workshops. Old employees should be sent there for periodical refresher courses.

1	2	3	4
13	20	Ministry of Tr. & Com. D.R.T.A.	An early decision should be taken on this matter of insurance of assets of the D.R.T.A. The Committee should also be informed of the practice followed in this behalf by other nationalised Transport Agencies in the States.
14	21	Do.	The Committee regret to note that it had been found impossible for the D.T.S. to secure the agreement of the workers to any de-liberalisation of the holiday and other concessions enjoyed by them in the past which are on the high side as compared to those given by other state transport undertakings. They wish that this question should be settled as early as possible.
15	23	Do.	Either the cashiers of the D.R.T.A. from whom no security deposit has been taken should be transferred to some other jobs, if possible, or adequate steps should be taken by the D.R.T.A. to ensure the safeguarding of the financial interests of the D.R.T.A. in case the existing fidelity insurance is not considered adequate to safeguard the interest of the Authority against defalcation or fraud.
16	24	Do.	Suitable steps for the rationalisation of other routes should be taken by the D.R.T.A. as early as possible.
17	26	Do.	There is a great disparity in the amount spent for providing medical facilities as well as in the facilities available to the two sections of the staff employed by the D.R.T.A. viz.

1	2	3	4
			(i) Bus Division and (ii) Tramways Division. The Committee recommend that there should be uniformity in the amenities provided for the staff working in either Division and for this purpose it is necessary that the Medical Attendance Rules should be framed without any further delay and brought into force so as to avoid any anomaly in service conditions and facilities.
18	27	Min. of Tr. & Com. D.R.T.A.	The advertisement expert with the Authority, if any, and the Directorate of Advertisement and Visual Publicity of the Government of India should be consulted in the matter of proper planning of publicity and advertisements in a scientific manner, and the rates charged by the D.R.T.A. should be made more attractive as the D.T.S. should not deprive itself of its revenue merely because of alleged high tariff.
19	28	Do.	The question of fixation of the capital of the Authority which has been pending ever since the constitution of the Authority in 1950, should be settled before the assets are physically taken over by the Delhi Municipal Corporation.

