

GUIDELINES FOR CHARTERING OF ROUTE

- 1) In order to boost up the revenue earning of the Corporation, the management of OSRTC have decided to operate the routes on charter keeping in view the private competition.
- 2) Preference will be given to the Conductors performing duty in OSRTC to operate the services on charter.
- 3) Highest income of preceding three years will be the criteria for computation of pay load for allotment of routes on charter, incase of existing routes and for new routes the committee will fix up the pay load after considering the topography of operation i.e. ghat section, single route, vehicle condition and traffic potentiality etc.
- 4) The out-sourcing agent as well as own Conductors operating the services on charter will deposit the sale proceeds immediately after arrival of the bus at headquarters failing which they will not be allowed to perform duty further.
- 5) The chartering will be mainly for one year and if applied, the average pay load can be distributed month-wise.
- 6) Preference will be given to out-sourcing agents or Conductors who had taken chartering earlier and their performance was satisfactory.
- 7) Incase of violation of terms and conditions of agreement by the Agent deserting the charter in the middle of the allotted period the security deposit will be forfeited .There after Show-cause Notice will be issued for cancellation.
- 8) Incase of regular / casual Conductors deserting the charter in the middle of the allotted period, the casual Conductors will be dis-engaged for further engagement and will be issued with Show-cause Notice for permanent debarring from further engagement. Regular Conductors will be transferred to other units or proceeded against.
- 9) Incase of agent /Conductor deserting the charter for a week or less time and the route is operated as free route then the short fall amount will be recovered from him i.e. concerned Agent / Conductor operating the route on charter.
- 10) The cash security of out-sourcing Agent will be equivalent to 10 days sale proceeds of the particular route subject to minimum Rs. 75,000/- per bus and processing fee Rs.1000/- per application non-refundable.
- 11) A.W.E./F.M./A.F.M. as the case may will be responsible for allotment of charter vehicles in time giving importance to maintain the seat condition and break down free services.

The D.T.M. concerned will supervise the operation of chartering services daily.

12) In case of break down en-route the Agent /Conductor will have to pay charter pay load from the starting station/ destination as the case may be, to the break down spot and there after for the rest portion 50% of the targeted pay load or fuel cost whichever is higher.

For an example if a service is running from Bhubaneswar to Berhampur met with break down at Khurdha, the calculation of pay load for the distance covered from Bhubaneswar to Khurdha will be made as per the targeted pay load . There after if the vehicle is repaired and performed trip to Berhampur with reasonable delay of two hours, in that case calculation of pay load will be made at 50% of the targeted pay load or fuel cost for that portion whichever is higher.

13) The out-sourcing agent will be responsible for wayside repair up to maximum cost of Rs.500/- which is not reimbursable. Beyond Rs.500- it will be the responsibility of the OSRTC to take up repair work. The fact of break down and its repair is to be certified by the depot technical Head. It is also the responsibility of the charterer to get the vehicle repaired after informing the fact to the depot technical Head or DTM as the case may be and under no circumstances the charterer should leave the vehicle. It will be his responsibility to bring the vehicle back to Hqrs. after due repair.

14) The out-sourcing Agent will have to bear the cost of Toll Tax, Bridge Tax etc. which are payable on the way in the allotted routes.

15) In case of break down on-route other than mechanical failure like bursting of tyre, failure of engine, defect in gear box etc. calculation of sale proceeds to be deposited will be made as per targeted pay load and kms. covered already.

16) In case of break down en-route and reaching destination at a belated hours and detention due to lapse of schedule timing or want of repair of vehicle and leaving after schedule time as 2nd service of that route, the charterer has to deposit the charter amount as above for down trip, but in case it leaves in the schedule time or as single service he has to pay full charter amount.

17) Operation of services beyond the proscribed route is generally not allowed. In case of diversion of route due to road block, agitation etc. if in such situation the charterer is willing to operate in the diverted route alignment he has to pay the charter amount. In case of sudden diversion due to sporadic incident enroute diversion to reach destination, the charterer will have to deposit the cost of HSD oil or 50% of the charter pay load whichever is higher for the diversion portion in addition to usual charges.

18) The charter pay load will be calculated basing on the available seats of the allotted vehicle that may be 32 seater, 36 seater, 40 seater, 50 seater, 52 seater or 55 seater as the case may be.

19) The KMPL of the vehicle allotted to perform duty in charter route must be within the target fixed. In case of excess consumption both the drivers and charterer will pay the entire amount along with sale proceeds.

- 20) Charter buses will be allowed to carry luggage maximum up to 500 kg. If extra weightage of luggage more than 500 kgs. is detected the Conductor /out-sourcing Agent will deposit the extra amount over and above the targeted amount in the way bill.
- 21) Detection of extra weightage of luggage by any charter Conductors will invite disciplinary action.
- 22) In case of any damage to the vehicle due to carriage of extra luggage, the damage cost along with 50% of the fine amount shall be recovered from the concerned Drivers.
- 23) Prohibited goods such as forest goods, excise goods, explosive items and commercial goods like leather, green chilly, red chilly etc. should not be carried in the charter vehicles and if detected the concerned out-sourcing Agent/Conductor will be debarred from charter besides forfeiture of security deposit. In case of Conductor, necessary disciplinary action will be initiated against him.
- 24) Out-sourcing Agent/charter Conductor will ensure timely arrival and timely departure of services without making un-wanted halt in the middle way.
- 25) Generally new vehicles allotted on charter should not be less than 75% to 80% pay load .However the decision of the Chartering Committee on consideration of various aspects will be final subject to approval of the proceedings of the Committee by the C.M.D.
- 26) Any dispute arising out of the chartering service will be referred to the M.D., OSRTC whose decision in this regard will be final and binding on all concerned.