

MUMBAI PORT TRUST
(TRAFFIC DEPARTMENT)

No.TM/A/2-2/16 of 2013-14

Dated 05.06.2015

CIRCULAR

Sub : Working procedure for deployment and utilization
of bus services during Day, Night and IIIrd shift.

Dy. Chairman accorded approval for deployment of 4 BEST buses of BEST Undertaking during Day, Night and IIIrd shift to commute workers and staff of Shore and OBL Department from booking points to vessel working points with a purpose to provide welfare facilities to them and also to curtail idle period on account of late arrival of labour at vessel working points.

It has been decided to deploy four buses from New Yellow Gate, ID in Day Shift, IInd shift and in IIIrd shift. The salient features of the bus service are as below :

- (i) Four buses stationed at NYGID near Gamadia extension plot will be ready for journey at 0810 hrs in Day Shift, 1710 hrs in IInd shift and 2340 hrs in IIIrd shift.
- (ii) Two buses each will be deployed on the route towards BPX and 18 ID respectively.
- (iii) The buses will be having placard displaying name of the routes as '**BPX/BPS**' and "**18 ID/Harbour Wall**".
- (iv) The buses meant for 18 ID route will be stationed facing North Side direction; whereas those for BPX will be facing South Side direction.
- (v) There will not be any stoppage of the bus enroute.
- (vi) The Labour Inspectors from Shore and OBL side will be nominated for guiding the workers and staff to ensure respective gang members have boarded the correct bus.
- (vii) Initially, to ensure proper commutation of employees and to guide Drivers of the buses, Labour Inspectors will also travel alongwith the bus.
- (viii) Upon completion of booking of workers meant for BPX/BPS and 18 ID/Harbour Wall, announcement will be made requesting the concerned workers to move to the respective buses without wasting time.
- (ix) CISF personnel will be requested to ensure speedy clearance of workers and staff through the pedestrian gates at NYGID.

- (x) The booking staff will promptly complete booking of workers who are boarding the buses.
- (xi) Sr. Commandant, CISF and CSO, MbPT will ensure hassle free access of the buses from P.D'Mello Road through NYGID at the time of entry. They will also clear the passage in front of NYGID upto P.D'Mello Road by removing the idle parking of trucks, cars, two wheelers, bicycles, etc. and will allow the entry of the BEST buses on priority.
- (xii) After alighting of the employees at destinations, buses will return back immediately. CISF personnel posted at NYGID at In Gate as well as Out Gate will allow entry/exit to buses on verification of Identity Card issued by BEST Undertaking. No other documents like DEPs issued by MbPT should be demanded for.
- (xiii) The buses will report at starting points inside NYGID 15 mins ahead of the commencement of each shift.
- (xiv) The buses are deployed for single trip only during each shift.
- (xv) If there are insufficient gangs or no gangs are booked for BPX and BPS, buses will be diverted to Harbour Wall berths and vice versa or the bus will be utilized for commuting workers and staff booked for any other point.
- (xvi) Gate Inspector, YGID will record the entry/exit timings of buses of BEST Undertaking. Labour Inspectors nominated for the bus service will maintain the statistics of employees commuted alongwith the timings of entry/departure, alighting of employees at destination, return journey start time and exit of the buses.
- (xvii) Labour Inspectors nominated for the above purpose will ensure activities as per the scheduled time as far as possible so as to facilitate smooth functioning of the entry of the buses, transportation upto destination and exit through Docks Gate.

Sd/-
(P.P. PHANSEKAR)
TRAFFIC MANAGER I/C

No.TM/

SR. DY. TRAFFIC MANAGER, OBL
DY. TRAFFIC MANAGER, HAMALLAGE

**Sub: Hire of buses from BEST undertaking for commutation
of workers/staff from booking points to working points
in Indira Dock**

Please find enclosed detailed working procedure for deployment and utilization of bus services for commuting workers and staff from NYGID, BPX, BPS and 18 ID Harbour Wall during Day, IInd shift and IIIrd shift for perusal and directing the concerned officials for compliance of the same.

DA : As above

(P.P. PHANSEKAR)
TRAFFIC MANAGER I/C

- c.c. All Sr. Dy. Traffic Managers for information.
- c.c. All Dy. Traffic Managers for information.
- c.c. Chief Security Officer for information and necessary action.
- c.c. Sr. Commandant, CISF for information and necessary action.

He is requested to direct the personnel posted at NYGID suitably to ensure smooth entry/exit of buses.

210/HAM/working procedure-bus

No.TM/

Shri Kersi Parekh,
Working President and Labour Trustee
Transport & Dock Workers' Union,
P. D' Mello Bhavan,
P. D' Mello Road,
Carnac Bunder,
Mumbai – 400 001.

Shri Sudhakar Apraj
Secretary
MbPT Dock and General Employees' Union
Kamgar Sadan,
Nawab Tank Road, Mazgaon,
Mumbai – 400 010.

Sirs,

I am pleased to inform you that the Port will be commencing bus service of BEST Undertaking for commuting workers and staff from NYGID, BPX, BPS and 18 ID Harbour Wall during Day, IInd shift and IIIrd shift with effect from 10.6.2015.

2. A formal inauguration ceremony of the bus service is scheduled on 10.06.2015 at 1700 hrs at New Yellow Gate, Indira Dock (NYGID).

3. You are requested to kindly attend the ceremony along with your office bearers.

Yours faithfully,

(P.P. PHANSEKAR)
TRAFFIC MANAGER I/C

No.TM/

CHIEF ENGINEER

FINANCIAL ADVISER AND CHIEF ACCOUNTS OFFICER

CHIEF MECHANICAL ENGINEER

DEPUTY CONSERVATOR

SECRETARY

SR. COMMANDANT, CISF

I am pleased to inform you that the Port will be commencing bus service of BEST Undertaking for commuting workers and staff from NYGID, BPX, BPS and 18 ID Harbour Wall during Day, IInd shift and IIIrd shift with effect from 10.6.2015.

2. A formal inauguration ceremony of the bus service is scheduled on 10.06.2015 at 1700 hrs at New Yellow Gate, Indira Dock (NYGID).
3. You are requested to kindly attend the ceremony.

Yours faithfully,

(P.P. PHANSEKAR)
TRAFFIC MANAGER I/C

No.TM/

The President,
Mumbai & Nhava Sheva Ship Agents' Association,
901, Arcadia bldg., 9th floor,
NCPA Marg, 195, Nariman Point,
Mumbai – 400 021.

Sir,

I am pleased to inform you that the Port will be commencing bus service of BEST Undertaking for commuting workers and staff from NYGID, BPX, BPS and 18 ID Harbour Wall during Day, IInd shift and IIIrd shift with effect from 10.6.2015.

2. A formal inauguration ceremony of the bus service is scheduled on 10.06.2015 at 1700 hrs at New Yellow Gate, Indira Dock (NYGID).
3. You are requested to kindly attend the ceremony.

Yours faithfully,

(P.P. PHANSEKAR)
TRAFFIC MANAGER I/C

No.TM/

Dr. Jagdish Patil (IAS),
General Manager,,
BEST Undertaking,
BEST Bhavan,
BEST Marg,
Colaba,
Mumbai – 400 001.

Sir,

I am pleased to inform you that the Mumbai Port will be commencing bus service of BEST Undertaking for commuting workers and staff from NYGID, BPX, BPS and 18 ID Harbour Wall during Day, IInd shift and IIIrd shift with effect from 10.6.2015. I do not hesitate here to put it on record that the endeavour would not have been possible without your support.

2. A formal inauguration ceremony of the bus service is scheduled on 10.06.2015 at 1700 hrs at New Yellow Gate, Indira Dock (NYGID).
3. You are requested to kindly attend the ceremony.

Yours faithfully,

(P.P. PHANSEKAR)

TRAFFIC MANAGER I/C

210/HAM /working procedure-bus

MUMBAI PORT TRUST
(TRAFFIC DEPARTMENT)

**Sub: Hire of buses from BEST undertaking for commutation
of workers/staff from booking points to working points
in Indira Dock**

In connection with above subject please find drafts of proposal, circular stating working procedure for deployment and utilization of bus service during day, night and IIIrd shift and letters to President MANSAA, General Manager BEST, Unions, HODs and Sr. Dy. Traffic Manager OBL and Dy. Traffic Manager(Hamallage) for kind perusal and signature please.

DA : As above.

(S.M. DESHMUKH)
DEPUTY TRAFFIC MANAGER
STAFF INCHARGE

210/HAM/working procedure-bus

Four buses will be stationed at NYGID near Gamadia extension plot at 0810 hrs in Day Shift, 1710 hrs in IInd shift and 2340 hrs in IIIrd shift.

Two buses each will be deployed on the route towards BPX and 18 ID respectively.

The buses will be having placard displaying name of the routes as **'BPX/BPS'** and **"18 ID/Harbour Wall"**.

Out of the two buses on each route, one bus will be marked as "For Shore Workers and staff"; whereas the other bus will be marked as "For OBL workers and staff".

The buses meant for 18 ID route will be stationed facing North Side direction; whereas those for BPX will be facing South Side direction.