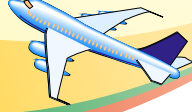




Nitco Times

A Monthly Newsletter

NITCO
Always on the move...



“We should give meaning to life, not wait for life to give us meaning.”

VOL XII NO 1

JANUARY 2012

Message from Managing Director



I would like to greet the entire NITCO FAMILY for the New Year. I extend my warm wishes for well-being and prosperity of all the members and their families. The theory of "PUSH AND PULL" is need of the hour for becoming market leader on selected Trust Routes. It must be intensively implemented by concerned staff of respective stations. Once the goods are booked, person earmarked for pushing the goods will push the goods and person earmarked for pulling at Delivery station will pull the same goods till they are delivered to the party in committed time. Goods booked during the day, must be dispatched to destination on the same day. Our trust route services are gaining momentum now, but we have to make them 100% success. PUSH AND PULL concept needs coordination between bookings / loading staff at one end with unloading / delivery staff at other end. All concerned staff will have to put their best and

earnest efforts to make Trust Routes a total success so that we can be the Market Leaders.

Old recoveries are still continuing in many stations. Some stations are putting their heart and soul in getting the old recoveries cleared. Others still lack in their efforts. Old recoveries are not only swallowing our profitability but are also a big hindrance in growth of the company. This is ultimately affecting the growth of the staff as well. It is the responsibility of all the in charges/ managers of stations to get their all old recoveries cleared. So focus your energies on clearance of old amounts and lay a stepping stone towards the road of success. Credit business is the necessity of present business scenario, but we must have crystal clear terms and conditions with the parties so that the complications at later stages are avoided.

We need to improve our marketing efforts for achieving sustained growth. For this we need to review our customer base, identify the requirements of our customers, understand the needs of potential customers, and fulfill our time bound commitments. Our goal is to find and attract new customers while nurturing and retaining existing customers. A year to year 20% growth in business and profitability is necessary for the company to meet its responsibilities to staff, officers and shareholders.

मैं अपने पूरे नितको परिवार को नये वर्ष की बधाई देता हूँ। मैं इस परिवार के सभी सदस्यों तथा उनके परिवारों को अच्छी सेहत तथा समृद्धता की कामना करता हूँ।

मार्केट में नेतृत्व पाने के लिये चुने हुये ट्रस्ट रूटस में "पुश और पुल" का सिद्धान्त वक्त की जरूरत है। सम्बन्धित स्टेशनों के सम्बन्धित स्टाफ को इसे पूरे तौर पर सनिश्चित बनाना होगा। एक बार जब सामान की बुकिंग हो जाती है तो बुकिंग स्टेशन के निश्चित व्यक्ति को गुड्स को शीघ्र पहुंचाने के लिये पुरा, करना है तथा डिलिवरी स्टेशन के निधारित व्यक्ति ने गुड्स को पुल, करना है जब तक कि गुड्स निधारित समय पर डिलिवर नहीं हो जाते। किसी दिन जो सामान बुक होता है वह उसी दिन डिस्पैच हो जातना चाहिये। हमारी ट्रस्ट रूट सर्विस अब जोर पकड़ रही है, परन्तु हमें इसे 100 प्रतिशत कामयाब बनाना है।

‘पुश और पुल, का सिद्धान्त बुकिंग और लोडिंग स्टाफ के आपसी सहयोग पर एक तरफ और अनलोडिंग तथा डिलिवरी स्टाफ के आपसी सहयोग पर दूसरी तरफ निर्भर करता है। पुरे स्टाफ को अपने सम्पूर्ण प्रयास इसमें लगाने होंगे। ताकि ट्रस्ट रूटस में हम बाजार का नेतृत्व करने वाले बन सकें।

पुरानी रिकवरियां बहुत सारे स्टेशनों पर अभी भी चल रही हैं। कुछ स्टेशन अपना दिल और दिमाग लगा

कर पुरानी रिकवरियों को खत्म करने के प्रयास में लगे हुये हैं। बाकि कुछ स्टेशन अभी भी प्रयाप्त प्रयास नहीं कर रहे। पुरानी रिकवरी न केवल हमारे लाभ को निगल जाती है, बल्कि कम्पनी के विकास में भी एक बड़ी बाधा है। ये अन्ततः स्टाफ के विकास को भी प्रभावित कर रहा है। यह सभी ब्रांचों के मुख्य अधिकारियों का दायित्व है कि पुरानी रिकवरियां खत्म की जायें। अतः अपने प्रयासों को पुरानी रिकवरी साफ करने में लगाये तथा कामयाबी की आधार शिला रखें। उधार पर काम आज की जरूरत है लेकिन हमें यह साफ और स्पष्ट आधारों पर करना चाहिये ताकि बाद में आने वाली मुश्किलों से बचा जा सके।

स्थायी विकास के लिये हमें अपने मार्केटिंग प्रयासों को बेहतर बनाना होगा। इसके लिये हमें अपनं कस्टमर आधार को देखना होगा, अपने ग्राहकों की जरूरतों को पहचानना होगा तथा भविष्य के ग्राहकों की जरूरतों को जानना होगा। ओर अपनी समय से बंधी प्रतिबद्धताओं को पूरा करना होगा। हमारा उद्देश्य नये ग्राहकों को जानना, उन्हें अपने साथ जोड़ना तथा वर्तमान ग्राहकों को बनाये रखना होना चाहिये। हमें हर साल अपने व्यापार तथा अपने लाभ में कम से कम 20 प्रतिशत विकास दर को पाना है ताकि कम्पनी अपने स्टाफ, अधिकारियों तथा शेयर होल्डरस के प्रति अपने जिम्मेवारियों को ठीक से निभा सके।

WINNERS OF QUESTION BOX:

Sreelatha (IDR), Veena Kumari (IA)

PROCEDURE OF MARKING FOR NFU DRIVERS ON THE BASES OF TRIPS

Percentage of trips achieved	Marks
1. above 110%	5
2. 100% to 110%	4
3. 100% to 95%	2
4. 94% to 85%	1
5. 84% to 75%	0
6. 74% to 65%	-1
7. 64% to 55%	-2
8. 54% to 45%	-3
9. 44% to 35%	-4
9. 34% to 25%	-5
10. Less than 25%	-5+

discontinue trk / driver
if minus in 3 consecutive months.

Courtesy: NFU

NED UPDATE

SCHEDULE OF THE SFO/SFS/SFI WHILE THEY ARE IN THEIR RESPECTIVE STATIONS:

To Inspect Company premises by SFO/SFS/SFI and station Incharge keeping in view the following points.

1. To ensure there should be no loose connections.
2. To check any leakage of water from the roof of the godown.
3. To ensure cleanliness of godowns / offices / toilets.
4. To check any need of repair shutter of godowns / gates / greasing etc.
5. Up keep of godowns.
6. Whitewash once in a year.

Courtesy: NED

CIRCULARS IN A NUTSHELL

Hereunder is the nutshell of circulars. Please note them:-

1. Previously as there was provision with stations to issue manual bills against additional recovery from the party i. e. difference in freight, local freight, octroi, warai & delivery etc, due to this, problem occurred in freezing daily cash statements. As a result of this, facility to raise manual bill is being withdrawn from the stations. All stations are advised to note immediately.

Ref: 68/NIC.168 Dt: 14.11.11

Sub: Issuance of Manual Bills.

2. The administrative set up at Hyderabad has been changed. The new branch offices will be like HYG (Gandhi Nagar), HYJ (Jeedimetla), HYO (Osmangunj), HYP (Patancheru), HYR (Nacharam), HYD (Dewan Devdi) & SEC (Secundrabad). All stations are advised to note the same.

Ref: 70/NCO/170 Dt: 16.11.11

Sub: Independent Branch Offices at Hyderabad.

3. Henceforth Requisition for new staff will be sent by stations / offices / units online by login on <http://202.177.175.171/recruitment>. Guidelines for operation of this software viz' Nitco Human Power Software" is also attached. Manual requisition slips are not entertained. For any clarification / assistance contact NIC & SFO.

Ref: 73/NCO/173 Dt: 23.11.11

Sub: Online Requisition.

4. Interest rates on OD limits have been increased several times by banks in the last one year. Presently branches are being charged monthly interest on recovery like upto 90 days recovery ---- 2% & over 90 days recovery ---- 2.5 % . In view of high rate of bank interest rates, it has been decided to increase the rate of interest on recovery @ 2.5% on upto 90 days recovery & 3% on over 90 days recovery. Please note that the new rates will be applicable from 01.12.11.

Ref: 77/NCO/170 Dt: 29.11.11

Sub: Interest on recovery.

REPACKING OF DAMAGED MATERIAL

After booking, some times the packing of material gets opened / damaged. Parties refuse in taking delivery and finally results in claims. Please take following total care in this regard :

1. Before booking please make sure that packing should be in good condition.
2. Transit station stations must ensure that material is reloaded in good packing condition.
If packing is opened or damaged get the nags repacked before onward despatch in order to prevent further damage and pilferage / shortage of material.
3. If opened / damaged nag received at destination station, get it repacked before delivery to party.

It will give good impression and help in preventing claims.

We hope you will take it seriously and as a sincere member of Nitco family co-operate us in avoiding annoyance of parties and saving claims.

*Courtesy:Om Bahadur Gurung.
(Team Member)*

TIPS TO INCREASE CUSTOMER SATISFACTION

5. Make your customers smile:

This is the most important thing you can do with your customers. If they are happy with your service they will come back. Note, this does not mean you do anything and everything to make your customers happy. You're always limited by the resources and policies of your company.

But it does mean you do everything within your ability to make them happy. Get creative and look for ways to give your customer a great experience.

Courtesy: Marketing

HEALTH BENEFITS OF LEMON

4. Lemon is found to be anti-carcinogenic which lower the rates of colon, prostate, and breast cancer. They prevent faulty metabolism in the cell, which can predispose a cell to becoming carcinogenic. Also blocks the formation of nitrosamines in the gut.
5. Lemon juice is said to give a glow to the skin.
6. A few drops of lemon juice in hot water are believed to clear the digestive system and purify liver as well.
7. The skin of lemon dried under the sun and then ground to make powder can be applied to the hair for a few minutes before bath which relieves head ache and cools the body.

Courtesy: Nitco Times Team

SACRED SPACE

To be religious is simple, to be a scientist is also simple- but to synthesize these two polarities is, incredible. There are three approaches to truth: of power, of beauty and of grandeur.

The scientific approach is the search for power. Science has made man very powerful, so much so that man can destroy the planet EARTH.

For the first time in the history of consciousness man is capable of committing collective, global suicide.

Science is continuously searching for power. This too is an approach towards truth, but a partial approach.

(To be continued)

*RAKESH SHARMA
TEAM MEMBER*



GR Serial

We are modifying GR/EB serial. It consists of 11 characters example: ACN1AC26001.

Above mentioned GR of ACN stn. Dated 26/12/2011.

First 3 character

ACN.....stand for Branch Code.

1.....Denotes that it is a GR/EB

A..... Denotes for year

2011.....A

2012.....B

2013.....C

TILL

2037.....Z

1 for Jan.

2 for Feb.

Till

9 for Sep.

A for Oct.

B for Nov.

C for Dec.

26..... used for DATE

001..... used for S.NO

QUESTION BOX

Questions are here under:. Any one from HO, HQ, or Branch offices can take part in this quiz and win laurels beside cash prize of Rs. 100/- by sending correct answers to timesnitco@gmail.com.

Q1: Extreme old age when a man behaves like a fool is called

Q2: Today is Monday. After 61 days, it will be

Q3: Galvanised iron sheets have a coating of

ANSWER OF LAST MONTH QUESTION BOX

1. Operating System, 2. Dr. Manmohan Singh, 3. 35%,
4. George Gamow, 5. Rabindernath Tagore.

LAUGH A LITTLE

एक बार एक आम आदमी जोर जोर से चिल्ला रहा था, “प्रधानमंत्री निकम्मा है” पुलिस के एक सिपाही ने सुना और उस की गर्दन पकड़ के दो रसीद किये और बोला, “चल थाने प्रधानमंत्री की बेइज्जती करता है? वो बोला, “साहब मैं तो कह रहा था फ्रांस का प्रधानमंत्री निकम्मा है” ये सुन कर सिपाही ने दो और लगाए और बोला, “साले, बेवकूफ बनाता है! क्या हमे नहीं पता कहाँ का प्रधानमंत्री निकम्मा है?”

HEALTH TIPS FOR WINTERS

With the onset of winter season the most prevalent diseases with which the people are confronted are acute - Respiratory diseases like Pharyngitis, Rhinitis and Sinusitis, besides acute exacerbation of chronic Asthmatic bronchitis. Exposure to chills and severe cold do invites episodes of facial Paralysis.

In the winter, exposure to cold is also harmful for cardiac and hypertensive patients.

To spend event free cold it is important to adopt utmost measures to protect ourselves with the warm clothes and heat providing appliances, despite of all that, personal care and adopting suitable measures consultation of doctors is advisable if required so.

Courtesy: Lalit Mohan Khajuria
SM MDO

NOV'S DELIVERY TOPPERS & SPOILERS (NO. OF GPS)

NITCO ROADWAYS

GROUP A	GROUP B	GROUP C	GROUP D	GROUP E
TOPPERS	TOPPERS	TOPPERS	TOPPERS	TOPPERS
KGD 2385	GBD 1326	ZKD 847	HSR 89	KOT 54
JAL 2010	BHB 1016	JAI 682	PHG 292	AUB 102
JRD 5106	SXR 1264	DEH 472	IDR 432	MAN 106
SPOILERS	SPOILERS	SPOILERS	SPOILERS	SPOILERS
JNL 4577	ASR 1059	GGN 379	PAN 311	MRI 8
LDA 3078	CCU 1547	KAR 509	VTZ 324	TPR 22
CHD 2619	NIL	BOP 586	MYS 128	TRZ 44

D2D EXPRESS

GROUP A	GROUP B	GROUP C
TOPPERS	TOPPERS	TOPPERS
2JM 1492	2JL 498	2GB 188
2DE 3741	2AD 541	188 2BH 461
	2CH 643	2NO 378
SPOILERS	SPOILERS	SPOILERS
2LD 972	2BL 285	2HY 251
	2MM 279	251 2SX 293
		2JA 154

JUMBLE OF THE MONTH

NMLEO SI NA OTTIIAANNXD
TEERVGNIPN SDUAONRGE SSSEDAI

Please send your entries to timesnitco@gmail.com

WINNERS OF LAST ISSUE'S JUMBLE

- Kiran Sodhi, H.O
- Renuka Manhas, BEE ENN
- Rakhi Kaul, HO
- Sandeep Sharma, HO
- Rakesh Bhalla, 2HQ

Solution of Last Issue's jumble : BE DYNAMIC & INNOVATIVE.

YOUR STARS THIS MONTH



Three outstanding qualities make for success: judgment, industry, health. And the greatest of these is judgement".

Your ideas could find opposition. Stamina and immune system could dip in the second half and so you need to take care of your health. Travel could come about and would be pleasurable. The month will start at a depressing note. Enemies are making strategies against you, be careful. Destiny is at your side, so work

hard and make the best of it.

Aquarians are verbal and intellectual, smart & emotionally detached.

EDITORIAL STAFF

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Team Members : Mr. Rakesh Sharma
Ms. Varsha Baru, Mr. Om Bahadur

Paste
Stamp
Here

All questions and suggestions are welcome at
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Contact: 9419795285, 9796070191