Internal Memo: 901/46/f - administration Date: 28-09-2022

Sub.: Group email IDs

Communication to sites and various divisions in the office are not being directed to all concerned staff members. To correct the situation group emails are now being redirected through new domain i.e., modiproperties.in. The new domain is not accessible to any staff members, it shall only handled by system admin.

In select cases where huge volume of emails i.e., plans, QC, Promotions, Purchase are being redirected through a gmail id (which is not visible to user).

Staff members shall use these group emails judiciously i.e., use the group email when everyone in the group is required to receive the information. Do not unnecessarily send emails to groups instead of individuals.

It is important that such group emails are addressed to a particular staff member (say Mr. Prabhakar, etc). Without that a situation may arise where all group members would ignore the mail or several persons may reply to the same email.

The policy for forming group emails is as follows:

Each active housing project shall have 3 group email Ids i.e., for construction, sales and CR + PM + parnters/MD.

Each completed project shall have one group email id to be redirected to Cr manager.

Commercial projects shall only have 1 group email Id for engineers (except GV1 & NRK which have additional email Ids for admin).

Each division shall have group email ids directed to its staff members.

A list of all email Ids is attached herein.

Soham Modi.

PS: Note the following additions/corrections.

1. Some email ids end with abc@modiproperties.com and others with abc@modiproperties.in.
2. New email ids created are: procurement@modiproperties.in, btr-const@modiproperties.in, gvone-const@modiproperties.in, mep@modiproperties.in, nsq@modiproperties.in, nrk@modiproperties.in, qc@modiproperties.in, roc@modiproperties.in, tax@modiproperties.in.
3. Emails that have been discontinued: qc@modiproperties.com, gvdc-designteam@modiproperties.com,

List of mails for mailing list:
Date: 28-09-2022

|  |  |  |
| --- | --- | --- |
| **Name** | **Email ID** |  |
| Accounts Group | ac@modiproperties.comredirected to ac@modiproperties.in and then redirected to: | jayaprakash@modiproperties.comrupal@modiproperties.comsambasivarao@modiproperties.comnirisha@modiproperties.com |
|  Accounts | accounts@modiproperties.com | sambasivarao@modiproperties.com |
| Admin Group | adm@modiproperties.com redirected to adm@modiproperties.in and then redirected to: | gkrao@modiproperties.comjaikumar@modiproperties.compraveen@modiproperties.comsanjay@modiproperties.comsitaram@modiproperties.com |
| AGH-const Group | agh-const@modiproperties.com redirected to agh-const@modiproperties.in and then redirected to: | zakir@modiproperties.comganesh@modiproperties.com |
| AGH-sales Group | agh-sales@modiproperties.com redirected to agh-sales@modiproperties.in and then redirected to: | madhusudhan@modiproperties.comharika@modiproperties.comnagarjuna@modiproperties.com |
| AGH Group | agh@modiproperties.com redirected to agh@modiproperties.in and then redirected to: | kprasad@modiproperties.comsohammodi@modiproperties.comzakir@modiproperties.com |
| Audit Group | audit@modiproperties.com redirected to audit@modiproperties.in and then redirected to: | balakrishna@modiproperties.comlokesh@modiproperties.commahesh@modiproperties.comnarenderreddy@modiproperties.compraveen@modiproperties.comravi@modiproperties.com |
| Bills Group | bills@modiproperties.com redirected to bills@modiproperties.in and then redirected to: | imran@modiproperties.comjayapradha@modiproperties.comnagalaxmi@modiproperties.commamta@modiproperties.com |
| B & C Group | bnc@modiproperties.com redirected to bnc@modiproperties.in and then redirected to: | gbrambabu@modiproperties.comsubash@modiproperties.com |
| BRGV-const Group | brgv-const@modiproperties.com redirected to brgv-const@modiproperties.in and then redirected to: | dhanraj@modipropertis.compushpalatha@modiproperties.comsarwar@modiproperties.comabhishek@modiproperties.com |
| BRGV-sales Group | brgv-sales@modiproperties.com redirected to brgv-sales@modiproperties.in and then redirected to: | megamala@modiproperties.comsuresh@modiproperties.comvijay.marrie@modiproperties.com |
| BRGV Group | brgv@modiproperties.com redirected to brgv@modiproperties.in and then redirected to: | kprasad@modiproperties.comsarwar@modiproperties.comsohammodi@modiproperties.com |
| BTR-const Group | btr-const@modiproperties.in redirected to: | arjunmehta@modiproperties.comsai@modiproperties.com |
| Cr Group | cr@modiproperties.com redirected to cr@modiproperties.in and then redirected to: | gbrambabu@modiproperties.comkprasad@modiproperties.comprabhakarreddy@modiproperties.comvenkatramanareddy@modiproperties.comvineela@modiproperties.compavan@modiproperties.comsaritha@modiproperties.com |
| ESR Group | esr@modiproperties.com redirected to esr@modiproperties.in  | sohammodi@modiproperties.com |
| Facility & Maintenance Group | facility.mgr@modiproperties.com redirected to mppl.maint@gmail.com and then redirected to: | jaikumar@modiproperties.comashaiya@modiproperties.comsanjay@modiproperties.compraveen@modiproperties.comsohammodi@modiproperties.commeenakshi.n@modiproperties.com |
| Finance Group | finance@modiproperties.in redirected to: | naveen.g@modiproperties.comkusum@modiproperties.com |
| GHT-const Group | ght-const@modiproperties.com redirected to ght-const@modiproperties.in and then redirected to: | asuresh@modiproperties.comkuldeep@modiproperties.comasma@modiproperties.comdevi@modiproperties.com |
| GHT-sales Group | ght-sales@modiproperties.com redirected to ght-sales@modiproperties.in and then redirected to: | mushtaq@modiproperties.comanitha@modiproperties.comsuresh@modiproperties.com |
| GHT Group | ght@modiproperties.com redirected to ght@modiproperties.in and then redirected to | anandmehta@modiproperties.comasuresh@modiproperties.comkprasad@modiproperties.comsohammodi@modiproperties.com |
| GMG Group | gmg@modiproperties.com redirected to gmg@modiproperties.in | gbrambabu@modiproperties.com |
| GMR-const Division | gmr-const@modiproperties.com redirected to gmr-const@modiproperties.in and then redirected to: | goushee@modiproperties.comrahul.t@modiproperties.comramprasad@modiproperties.comsaikumar@modiproperties.combhagat@modiproperties.comsultan@modiproperties.comrajesh.g@modiproperties.commadan@modiproperties.comjanaki@modiproperties.comk.srikanth@modiproperties.comnagander@modiproperties.comrajashekar@modiproperties.combaasaveshwari@modiproperties.com |
| GMR-sales Group | gmr-sales@modiproperties.com redirected to gmr-sales@modiproperties.in and then redirected to: | praveenpathak@modiproperties.comrrani@modiproperties.comsatishkumar@modiproperties.com |
| GMR Group | gmr@modiproperties.com redirected togmr@modiproperties.in and then redirected to: | anandmehta@modiproperties.comgbrambabu@modiproperties.comramprasad@modiproperties.comsohammodi@modiproperties.com |
| GVDC Group | gvdc@modiproperties.com redirected to gvdc@modiproperties.in and then redirected to: | narsing@modiproperties.comsachin@modiproperties.comsubbareddy@modiproperties.combrahamam@modiproperties.com |
| GVOne-const Group | gvone-const@modiproperties.in | sachin@modiproperties.comansari@modiproperties.comrahman@modiproperties.com |
| GVRC Group | gvrc@modiproperties.com redirected to gvrc@modiproperties.in and then redirected to: | madhu@modiproperties.comsalman@modiproperties.comsachin@modiproperties.comsridevi@modiproperties.com |
| GWE Group | gwe@modiproperties.com redirected to gwe@modiproperties.in | gbrambabu@modiproperties.com |
| HR Group | hr@modiproperties.com redirected to hr@modiproperties.in | iqrakhatoon@modiproperties.comjaikumar@modiproperties.com |
| KNM-const Group | knm-const@modiproperties.com redirected to knm-const@modiproperties.in | chand@modiproperties.com |
| KNM-sales Group | knm-sales@modiproperties.com redirected to knm-sales@modiproperties.in | suresh@modiproperties.com |
| KNM Group | knm@modiproperties.com redirected to knm@modiproperties.in | kprasad@modiproperties.comchand@modiproperties.comsohammodi@modiproperties.com |
| MCMET Group | mcmet@modiproperties.com redirected to mcmet@modiproperties.in | dhanraj@modiproperties.commadhu@modiproperties.compushpalatha@modiproperties.com |
| MEP Group | mep@modiproperties.in | rameshreddy@modiproperties.comakhilmurthy@modirpoperties.comzainul@modiproperties.com |
| MFH Group | mfh@modiproperties.com redirected to mfh@modiproperties.in | gbrambabu@modiproperties.com |
| MFP Group | mfp@modiproperties.com redirected to mfp@modiproperties.in | gbrambabu@modiproperties.com |
| MGA-const Group | mga-const@modiproperties.com redirected to mga-const@modiproperties.in | dhanraj@modipropertis.comsarwar@modiproperties.compushpalatha@modiproperties.comabhishek@modiproperties.com |
| MGA-sales Group | mga-sales@modiproperties.com redirected to mga-sales@modiproperties.in | suresh@modiproperties.com |
| MGA Group | mga@modiproperties.com redirected to mga@modiproperties.in | kprasad@modiproperties.comdhanraj@modiproperties.comsohammodi@modiproperties.com |
| MNM Group | mnm@modiproperties.com redirected to mnm@modiproperties.in | kprasad@modiproperties.com |
| MPL-const Group | mpl-const@modiproperties.com redirected to mpl-const@modiproperties.in | narender@modiproperties.comdivya@modiproperties.comashok@modiproperties.com |
| MPL-sales Group | mpl-sales@modiproperties.com redirected to mpl-sales@modiproperties.in | anil@modiproperties.comrajkumar@modiproperties.com |
| MPL Group | mpl@modiproperties.com redirected to mpl@modiproperties.in | gbrambabu@modiproperties.comsohammodi@modiproperties.comnarender@modiproperties.com |
| NGH-const Group | ngh-const@modiproperties.in | vijay@modiproperties.comanil.m@modiproperties.comsravani@modiproperties.com |
| NGH-sales Group | ngh-sales@modiproperties.in | anandnetha@modiproperties.comvasundhara@modiproperties.comuralikrishna@modiproperties.com |
| NGH Group | ngh@modiproperties.in | vijay@modiproperties.comanil.m@modiproperties.comsohammodi@modiproperties.com |
| NE-const Group | ne-const@modiproperties.in | vijay@modiproperties.com |
| NE-sales Group | ne-sales@modiproperties.com redirected to ne-sales@modiproperties.in | sanjeet@modiproperties.com |
| NE Group | ne@modiproperties.com redirected to ne@modiproperties.in | kprasad@modiproperties.comsohammodi@modiproperties.com |
| NSQ Group | nsq@modiproperties.in | sachin@modiproperties.commallikarjun.b@modiproperties.com |
| mppl-nsdl | mppl.nsdl@modiproperties.in | rupal@modiproperties.com |
| mhp.nsdl@modiproperties.in | rupal@modiproperties.com |
| gvrc.nsdl@modiproperties.in | rupal@modiproperties.com |
| gvdc.nsdl@modiproperties.in | rupal@modiproperties.com |
| srpl.nsdl@modiproperties.in | rupal@modiproperties.com |
| jrpl.nsdl@modiproperties.in | rupal@modiproperties.com |
| gvsh.nsdl@modiproperties.in | rupal@modiproperties.com |
| crescentia.nsdl@modiproperties.in | rupal@modiproperties.com |
| nrk.nsdl@modiproperties.in | rupal@modiproperties.com |
| jvrx.nsdl@modiproperties.in | rupal@modiproperties.com |
| NRK Group | nrk@modiproperties.in | balamuralikrishna.c@modiproperties.comrahul.g@modiproperties.comshravya@modiproperties.com |
| Plans Group | plans@modiproperties.com redirected to acad.mppl@gmail.com | nagalaxmi@modiproperties.comjayapradha@modiproperties.comimran@modiproperties.commamta@modiproperties.comgkrao@modiproperties.comsohammodi@modiproperties.com |
| PMR Group | pmr@modiproperties.com redirected to pmr@modiproperties.in | chandrakanth@modiproperties.comkprasad@modiproperties.com |
| Promotions Group | promotions@modiproperties.com redirected to promo.mppl@gmail.com | purdvi@modiproperties.comprasad@modiproperties.comraju@modiproperties.com |
| Procurement Group | procurement@modiproperties.in | mahender.nakha@modiproperties.comriyazuddin@modiproperties.comanwar@modiproperties.comwaseem@modiproperties.com |
| Purchase Group | purchase@modiproperties.com redirected to purchase.mpipl@gmail.com | prabhakar@modiproperties.comminish@modiproperties.comkavitha@modiproperties.comvenkateshwarlu@modiproperties.comvanajakshi@modiproperties.comhemendra@modiproperties.comramya@modiproperties.commounika.m@modiproperties.comdeepa@modiproperties.comvasudev@modiproperties.comSneha.p@modiproperties.commppl.purchasebkp@gmail.com |
| QC Group | qc@modiproperties.in | qc@modiproperties.comsunil@modiproperties.combharath.p@modiproperties.comsaikiran.rs@modiproperties.comSneha.k@modiproperties.com |
| Report-audit Group | report-audit@modiproperties.com redirected to report-audit@modiproperties.in | ashaiya@modiproperties.combalakrishna@modiproperties.comlokesh@modiproperties.commahesh@modiproperties.comnarenderreddy@modiproperties.compraveen@modiproperties.comravi@modiproperties.com |
| ROC Group | roc@modiproperties.in | rupal@modiproperties.comnirisha@modiproperties.comroc@modiproperties.com |
| Serene-const Group | serene-const@modiproperties.com redirected to serene-const@modiproperties.in | sarwar@modiproperties.comchandrashekar@modiproperties.com |
| Serene-sales Group | serene-sales@modiproperties.com redirected to serene-sales@modiproperties.in | suresh@modiproperties.com |
| Serene Group | serene@modiproperties.com redirected to serene@modiproperties.in | gbrambabu@modiproperties.comchandrashekar@modiproperties.comsohammodi@modiproperties.com |
| SOA Group | soa@modiproperties.com redirected to soa@modiproperties.in | kprasad@modiproperties.com |
| SOB Group | sob@modiproperties.com redirected to sob@modiproperties.in | kprasad@modiproperties.com |
| Sov-const Group  | sov-const@modiproperties.com redirected to sov-const@modiproperties.in | kiran@modiproperties.commeenakshi@modiproperties.compurshotham@modiproperties.comsanketh@modiproperties.com |
| Sov-sales Group | sov-sales@modiproperties.com redirected to sov-sales@modiproperties.in | madhusudan@modiproperties.comnaveena@modiproperties.comnagarjuna@modiproperties.com |
| SOV Group | sov@modiproperties.com redirected to sov@modiproperties.in | kprasad@modiproperties.compurshotham@modiproperties.comsohammodi@modiproperties.com |
| System Administrator | sys\_admin@modiproperties.com redirected to sys\_admin@modiproperties.in | prudvi@modiproperties.comsuneel@modiproperties.com |
| Taxation Group | tax@modiproperties.in | gst@modiproperties.comit\_a@modiproperties.comit\_b@modiproperties.comit\_c@modiproperties.comit\_d@modiproperties.comservicetax@modiproperties.comvat@modiproperties.com |
| Vista-const Group | vista-const@modiproperties.com redirected to vista-const@modiproperties.in | purshotham@modiproperties.comsanketh@modiproperties.com |
| Vista-sales Group | vista-sales@modiproperties.com redirected to vista-sales@modiproperties.in | anandkishore@modiproperties.comlaxmikaanth@modiproperties.com |
| Vista Group | vista@modiproperties.com redirected to vista@modiproperties.in | gbrambabu@modiproperties.comsanketh@modiproperties.comsohammodi@modiproperties.com |
| VOC-const Group | voc-const@modiproperties.com redirected to voc-const@modiproperties.in | asuresh@modiproperties.com |
| VOC-sales Group | voc-sales@modiproperties.com redirected to voc-sales@modiproperties.in | suresh@modiproperties.com |
| VOC Group | voc@modiproperties.com redirected to voc@modiproperties.in | anandmehta@modiproperties.comasuresh@modiproperties.comgbrambabu@modiproperties.comsohammodi@modiproperties.comkprasad@modiproperties.com |

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| --- | --- | --- |
| Dr. NRK Biotech | nrkbiotech.2022@gmail.com | sohammodi@modiproperties.comsitaram@modiproperties.com |
| Crescentia-const Group | crescentia-const@outlook.com | ansari@modiproperties.comsachin@modiproperties.comrahman@modiproperties.com |
| Crescentia-adm Group | crescentia-adm@outlook.com | jaikumar@modiproperties.comgkrao@modiproperties.comsitaram@modiproperties.comsohammodi@modiproperties.com |

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