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

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

|  |  |  |
| --- | --- | --- |
| **Name** | **Email ID** |  |
| Accounts Group | ac@modiproperties.com  redirected to ac@modiproperties.in and then redirected to: | jayaprakash@modiproperties.com  rupal@modiproperties.com  sambasivarao@modiproperties.com  nirisha@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.com  jaikumar@modiproperties.com  praveen@modiproperties.com  sanjay@modiproperties.com  sitaram@modiproperties.com |
| AGH-const Group | agh-const@modiproperties.com redirected to agh-const@modiproperties.in and then redirected to: | zakir@modiproperties.com  ganesh@modiproperties.com |
| AGH-sales Group | agh-sales@modiproperties.com redirected to agh-sales@modiproperties.in and then redirected to: | madhusudhan@modiproperties.com  harika@modiproperties.com  nagarjuna@modiproperties.com |
| AGH Group | agh@modiproperties.com redirected to agh@modiproperties.in and then redirected to: | kprasad@modiproperties.com  sohammodi@modiproperties.com  zakir@modiproperties.com |
| Audit Group | audit@modiproperties.com redirected to audit@modiproperties.in and then redirected to: | balakrishna@modiproperties.com  lokesh@modiproperties.com  mahesh@modiproperties.com  narenderreddy@modiproperties.com  praveen@modiproperties.com  ravi@modiproperties.com |
| Bills Group | bills@modiproperties.com redirected to bills@modiproperties.in and then redirected to: | imran@modiproperties.com  jayapradha@modiproperties.com  nagalaxmi@modiproperties.com  mamta@modiproperties.com |
| B & C Group | bnc@modiproperties.com redirected to bnc@modiproperties.in and then redirected to: | gbrambabu@modiproperties.com  subash@modiproperties.com |
| BRGV-const Group | brgv-const@modiproperties.com redirected to brgv-const@modiproperties.in and then redirected to: | dhanraj@modipropertis.com  pushpalatha@modiproperties.com  sarwar@modiproperties.com  abhishek@modiproperties.com |
| BRGV-sales Group | brgv-sales@modiproperties.com redirected to brgv-sales@modiproperties.in and then redirected to: | megamala@modiproperties.com  suresh@modiproperties.com  vijay.marrie@modiproperties.com |
| BRGV Group | brgv@modiproperties.com redirected to brgv@modiproperties.in and then redirected to: | kprasad@modiproperties.com  sarwar@modiproperties.com  sohammodi@modiproperties.com |
| BTR-const Group | btr-const@modiproperties.in redirected to: | arjunmehta@modiproperties.com  sai@modiproperties.com |
| Cr Group | cr@modiproperties.com redirected to cr@modiproperties.in and then redirected to: | gbrambabu@modiproperties.com  kprasad@modiproperties.com  prabhakarreddy@modiproperties.com  venkatramanareddy@modiproperties.com  vineela@modiproperties.com  pavan@modiproperties.com  saritha@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.com  ashaiya@modiproperties.com  sanjay@modiproperties.com  praveen@modiproperties.com  sohammodi@modiproperties.com  meenakshi.n@modiproperties.com |
| Finance Group | finance@modiproperties.in redirected to: | naveen.g@modiproperties.com  kusum@modiproperties.com |
| GHT-const Group | ght-const@modiproperties.com redirected to ght-const@modiproperties.in and then redirected to: | asuresh@modiproperties.com  kuldeep@modiproperties.com  asma@modiproperties.com  devi@modiproperties.com |
| GHT-sales Group | ght-sales@modiproperties.com redirected to ght-sales@modiproperties.in and then redirected to: | mushtaq@modiproperties.com  anitha@modiproperties.com  suresh@modiproperties.com |
| GHT Group | ght@modiproperties.com redirected to ght@modiproperties.in and then redirected to | anandmehta@modiproperties.com  asuresh@modiproperties.com  kprasad@modiproperties.com  sohammodi@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.com  rahul.t@modiproperties.com  ramprasad@modiproperties.com  saikumar@modiproperties.com  bhagat@modiproperties.com  sultan@modiproperties.com  rajesh.g@modiproperties.com  madan@modiproperties.com  janaki@modiproperties.com  k.srikanth@modiproperties.com  nagander@modiproperties.com  rajashekar@modiproperties.com  baasaveshwari@modiproperties.com |
| GMR-sales Group | gmr-sales@modiproperties.com redirected to gmr-sales@modiproperties.in and then redirected to: | praveenpathak@modiproperties.com  rrani@modiproperties.com  satishkumar@modiproperties.com |
| GMR Group | gmr@modiproperties.com redirected to  gmr@modiproperties.in and then redirected to: | anandmehta@modiproperties.com  gbrambabu@modiproperties.com  ramprasad@modiproperties.com  sohammodi@modiproperties.com |
| GVDC Group | gvdc@modiproperties.com redirected to gvdc@modiproperties.in and then redirected to: | narsing@modiproperties.com  sachin@modiproperties.com  subbareddy@modiproperties.com  brahamam@modiproperties.com |
| GVOne-const Group | gvone-const@modiproperties.in | sachin@modiproperties.com  ansari@modiproperties.com  rahman@modiproperties.com |
| GVRC Group | gvrc@modiproperties.com redirected to gvrc@modiproperties.in and then redirected to: | madhu@modiproperties.com  salman@modiproperties.com  sachin@modiproperties.com  sridevi@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.com  jaikumar@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.com  chand@modiproperties.com  sohammodi@modiproperties.com |
| MCMET Group | mcmet@modiproperties.com redirected to mcmet@modiproperties.in | dhanraj@modiproperties.com  madhu@modiproperties.com  pushpalatha@modiproperties.com |
| MEP Group | mep@modiproperties.in | rameshreddy@modiproperties.com  akhilmurthy@modirpoperties.com  zainul@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.com  sarwar@modiproperties.com  pushpalatha@modiproperties.com  abhishek@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.com  dhanraj@modiproperties.com  sohammodi@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.com  divya@modiproperties.com  ashok@modiproperties.com |
| MPL-sales Group | mpl-sales@modiproperties.com redirected to mpl-sales@modiproperties.in | anil@modiproperties.com  rajkumar@modiproperties.com |
| MPL Group | mpl@modiproperties.com redirected to mpl@modiproperties.in | gbrambabu@modiproperties.com  sohammodi@modiproperties.com  narender@modiproperties.com |
| NGH-const Group | ngh-const@modiproperties.in | vijay@modiproperties.com  anil.m@modiproperties.com  sravani@modiproperties.com |
| NGH-sales Group | ngh-sales@modiproperties.in | anandnetha@modiproperties.com  vasundhara@modiproperties.co  muralikrishna@modiproperties.com |
| NGH Group | ngh@modiproperties.in | vijay@modiproperties.com  anil.m@modiproperties.com  sohammodi@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.com  sohammodi@modiproperties.com |
| NSQ Group | nsq@modiproperties.in | sachin@modiproperties.com  mallikarjun.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.com  rahul.g@modiproperties.com  shravya@modiproperties.com |
| Plans Group | plans@modiproperties.com redirected to acad.mppl@gmail.com | nagalaxmi@modiproperties.com  jayapradha@modiproperties.com  imran@modiproperties.com  mamta@modiproperties.com  gkrao@modiproperties.com  sohammodi@modiproperties.com |
| PMR Group | pmr@modiproperties.com redirected to pmr@modiproperties.in | chandrakanth@modiproperties.com  kprasad@modiproperties.com |
| Promotions Group | promotions@modiproperties.com redirected to promo.mppl@gmail.com | purdvi@modiproperties.com  prasad@modiproperties.com  raju@modiproperties.com |
| Procurement Group | procurement@modiproperties.in | mahender.nakha@modiproperties.com  riyazuddin@modiproperties.com  anwar@modiproperties.com  waseem@modiproperties.com |
| Purchase Group | purchase@modiproperties.com redirected to purchase.mpipl@gmail.com | prabhakar@modiproperties.com  minish@modiproperties.com  kavitha@modiproperties.com  venkateshwarlu@modiproperties.com  vanajakshi@modiproperties.com  hemendra@modiproperties.com  ramya@modiproperties.com  mounika.m@modiproperties.com  deepa@modiproperties.com  vasudev@modiproperties.com  Sneha.p@modiproperties.com  mppl.purchasebkp@gmail.com |
| QC Group | qc@modiproperties.in | qc@modiproperties.com  sunil@modiproperties.com  bharath.p@modiproperties.com  saikiran.rs@modiproperties.com  Sneha.k@modiproperties.com |
| Report-audit Group | report-audit@modiproperties.com redirected to report-audit@modiproperties.in | ashaiya@modiproperties.com  balakrishna@modiproperties.com  lokesh@modiproperties.com  mahesh@modiproperties.com  narenderreddy@modiproperties.com  praveen@modiproperties.com  ravi@modiproperties.com |
| ROC Group | roc@modiproperties.in | rupal@modiproperties.com  nirisha@modiproperties.com  roc@modiproperties.com |
| Serene-const Group | serene-const@modiproperties.com redirected to serene-const@modiproperties.in | sarwar@modiproperties.com  chandrashekar@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.com  chandrashekar@modiproperties.com  sohammodi@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.com  meenakshi@modiproperties.com  purshotham@modiproperties.com  sanketh@modiproperties.com |
| Sov-sales Group | sov-sales@modiproperties.com redirected to sov-sales@modiproperties.in | madhusudan@modiproperties.com  naveena@modiproperties.com  nagarjuna@modiproperties.com |
| SOV Group | sov@modiproperties.com redirected to sov@modiproperties.in | kprasad@modiproperties.com  purshotham@modiproperties.com  sohammodi@modiproperties.com |
| System Administrator | sys\_admin@modiproperties.com redirected to sys\_admin@modiproperties.in | prudvi@modiproperties.com  suneel@modiproperties.com |
| Taxation Group | tax@modiproperties.in | gst@modiproperties.com  it\_a@modiproperties.com  it\_b@modiproperties.com  it\_c@modiproperties.com  it\_d@modiproperties.com  servicetax@modiproperties.com  vat@modiproperties.com |
| Vista-const Group | vista-const@modiproperties.com redirected to vista-const@modiproperties.in | purshotham@modiproperties.com  sanketh@modiproperties.com |
| Vista-sales Group | vista-sales@modiproperties.com redirected to vista-sales@modiproperties.in | anandkishore@modiproperties.com  laxmikaanth@modiproperties.com |
| Vista Group | vista@modiproperties.com redirected to vista@modiproperties.in | gbrambabu@modiproperties.com  sanketh@modiproperties.com  sohammodi@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.com  asuresh@modiproperties.com  gbrambabu@modiproperties.com  sohammodi@modiproperties.com  kprasad@modiproperties.com |

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| --- | --- | --- |
| Dr. NRK Biotech | nrkbiotech.2022@gmail.com | sohammodi@modiproperties.com  sitaram@modiproperties.com |
| Crescentia-const Group | crescentia-const@outlook.com | ansari@modiproperties.com  sachin@modiproperties.com  rahman@modiproperties.com |
| Crescentia-adm Group | crescentia-adm@outlook.com | jaikumar@modiproperties.com  gkrao@modiproperties.com  sitaram@modiproperties.com  sohammodi@modiproperties.com |

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