

Admin Audit Report – Team A - Hire charges, Weekly vouchers

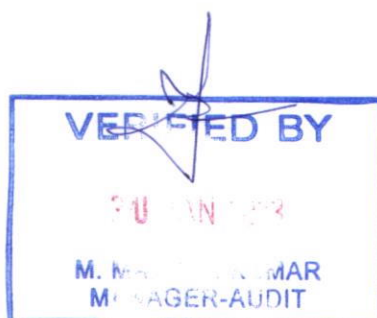
Company	GV-ONE	Audited by	M.Mahesh
Site	CRESCENTIA	Sign	
Project manager name	SUBBA REDDY	Date	30/01/23
Sign		Previous audit date	17/01/23

Note: 1. Tick with green indicating SOP is followed. 2. Mark x in red indicating corrections required by site. 3. Mark xx in red in case of default and re-training is required. 4. Mark xxx in red if SOP is not implemented. 5. Mark NA in green if not applicable.

S no.	Description	Rating
1.	Photo copy by viber of Hire charges Register once in week	X
2.	HC /JB separation on Daily basis	✓
3.	Hire charges photos on Daily basis	✓
4.	Preparing of Material shifting form by site engineer	✓
5.	Data entry of job work narration as per MSF	✓
6.	Daily certification of hire charges printout	✓
7.	Any prior information received for after 18:00 PM work	NA
8.	Rock cutting within limits	✓
9.	Sending of JB/hire charges summary + MDs approved sheet by viber to concern accountant	✓
10.	Hire charges within limits	✓
11.	HC On account bills have to send on the same day by email / m-codex number	✓
12.	Hire charges vouchers	✓
13.	Virtual tour as per MOM	NA
14.	Is Annexure –A is attached for exceed of limit as per weekly payments	✓

Remarks/recommendations:

Note: a. Any additional remarks or information may be sent by way of email to MD, Ashaiya, site/ others..
b. Original to be sent to MD & upload the same in M-codex .



Admin Audit Report – Team A - Hire charges, Weekly vouchers

Company	Dr.NRK	Audited by	M.Mahesh
Site	Nextopolis	Sign	
Project manager name	Balamurali Krishna	Date	30/01/23
Sign		Previous audit date	17/01/23

Note: 1. Tick with green indicating SOP is followed. 2. Mark x in red indicating corrections required by site. 3. Mark xx in red in case of default and re-training is required. 4. Mark xxx in red if SOP is not implemented. 5. Mark NA in green if not applicable.

S no.	Description	Rating
1.	Photo copy by viber of Hire charges Register once in week	xx
2.	HC /JB separation on Daily basis	✓
3.	Hire charges photos on Daily basis	✓
4.	Preparing of Material shifting form by site engineer	✓
5.	Data entry of job work narration as per MSF	✓
6.	Daily certification of hire charges printout	✓
7.	Any prior information received for after 18:00 PM work	NA
8.	Rock cutting within limits	NA
9.	Sending of JB/hire charges summary + MDs approved sheet by viber to concern accountant	✓
10.	Hire charges within limits	✓
11.	HC On account bills have to send on the same day by email / m-codex number	NA
12.	Hire charges vouchers	✓
13.	Virtual tour as per MOM	NA
14.	Is Annexure –A is attached for exceed of limit as per weekly payments	NA

Remarks/recommendations:

1.

Note: a. Any additional remarks or information may be sent by way of email to MD, Ashaiya, site/ others..
b. Original to be sent to MD & upload the same in M-codex .



Admin Audit Report – Team A - Hire charges, Weekly vouchers

Company	MRGV	Audited by	M.Mahesh
Site	BRGV / MCMET	Sign	
Project manager name	SARWAR	Date	30/01/23
Sign		Previous audit date	17/01/23

Note: 1. Tick with green indicating SOP is followed. 2. Mark x in red indicating corrections required by site. 3. Mark xx in red in case of default and re-training is required. 4. Mark xxx in red if SOP is not implemented. 5. Mark NA in green if not applicable.

S no.	Description	Rating
1.	Photo copy by viber of Hire charges Register once in week	X
2.	HC /JB separation on Daily basis	✓
3.	Hire charges photos on Daily basis	✓
4.	Preparing of Material shifting form by site engineer	✓
5.	Data entry of job work narration as per MSF	✓
6.	Daily certification of hire charges printout	✓
7.	Any prior information received for after 18:00 PM work	NA
8.	Rock cutting within limits	NA
9.	Sending of JB/hire charges summary + MDs approved sheet by viber to concern accountant	✓
10.	Hire charges within limits	✓
11.	HC On account bills have to send on the same day by email / m-codex number	NA
12.	Hire charges vouchers	✓
13.	Virtual tour as per MOM	NA
14.	Is Annexure –A is attached for exceed of limit as per weekly payments	NA

Remarks/recommendations:

Note: a. Any additional remarks or information may be sent by way of email to MD, Ashaiya, site/ others..
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Admin Audit Report – Team A - Hire charges, Weekly vouchers

Company	M R POCHARAM-LLP	Audited by	M.Mahesh
Site	Nilgiri Heights	Sign	
Project manager name	G. Vijay Raj	Date	30/01/23
Sign		Previous audit date	17/01/23

Note: 1. Tick with green indicating SOP is followed. 2. Mark x in red indicating corrections required by site. 3. Mark xx in red in case of default and re-training is required. 4. Mark xxx in red if SOP is not implemented. 5. Mark NA in green if not applicable.

S no.	Description	Rating
1.	Photo copy by viber of Hire charges Register once in week	X
2.	HC /JB separation on Daily basis	✓
3.	Hire charges photos on Daily basis	✓
4.	Preparing of Material shifting form by site engineer	✓
5.	Data entry of job work narration as per MSF	✓
6.	Daily certification of hire charges printout	✓
7.	Any prior information received for after 18:00 PM work	NA
8.	Rock cutting within limits	NA
9.	Sending of JB/hire charges summary + MDs approved sheet by viber to concern accountant	✓
10.	Hire charges within limits	✓
11.	HC On account bills have to send on the same day by email / m-codex number	NA
12.	Hire charges vouchers	✓
13.	Virtual tour as per MOM	NA
14.	Is Annexure –A is attached for exceed of limit as per weekly payments	NA

Remarks/recommendations:

- EXCEPT CHIPPING MACHINE THERE IS NO ANY OTHER MACHINES ARE WORKING

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Admin Audit Report – Team A - Hire charges, Weekly vouchers

Company	Modi Housing PVT LTD	Audited by	M.Mahesh
Site	SOV-III	Sign	
Project manager name	K.Purshotham	Date	30/01/23
Sign		Previous audit date	17/01/23

Note: 1. Tick with green indicating SOP is followed. 2. Mark x in red indicating corrections required by site. 3. Mark xx in red in case of default and re-training is required. 4. Mark xxx in red if SOP is not implemented. 5. Mark NA in green if not applicable.

S no.	Description	Rating
1.	Photo copy by viber of Hire charges Register once in week	X
2.	HC /JB separation on Daily basis	✓
3.	Hire charges photos on Daily basis	✓
4.	Preparing of Material shifting form by site engineer	✓
5.	Data entry of job work narration as per MSF	✓
6.	Daily certification of hire charges printout	✓
7.	Any prior information received for after 18:00 PM work	NA
8.	Rock cutting within limits	NA
9.	Sending of JB/hire charges summary + MDs approved sheet by viber to concern accountant	✓
10.	Hire charges within limits	✓
11.	HC On account bills have to send on the same day by email / m-codex number	NA
12.	Hire charges vouchers	✓
13.	Virtual tour as per MOM	NA
14.	Is Annexure –A is attached for exceed of limit as per weekly payments	NA

Remarks/recommendations:

Note: a. Any additional remarks or information may be sent by way of email to MD, Ashaiya, site/ others..
b. Original to be sent to MD & upload the same in M-codex .



Admin Audit Report – Team A - Hire charges, Weekly vouchers

Company	Modi properties PVT LTD	Audited by	M.Mahesh
Site	MFP	Sign	
Project manager name	K.Narender Reddy	Date	30/01/23
Sign		Previous audit date	17/01/23

Note: 1. Tick with green indicating SOP is followed. 2. Mark x in red indicating corrections required by site. 3. Mark xx in red in case of default and re-training is required. 4. Mark xxx in red if SOP is not implemented. 5. Mark NA in green if not applicable.

S no.	Description	Rating
1.	Photo copy by viber of Hire charges Register once in week	NA
2.	HC /JB separation on Daily basis	NA
3.	Hire charges photos on Daily basis	NA
4.	Preparing of Material shifting form by site engineer	NA
5.	Data entry of job work narration as per MSF	NA
6.	Daily certification of hire charges printout	NA
7.	Any prior information received for after 18:00 PM work	NA
8.	Rock cutting within limits	NA
9.	Sending of JB/hire charges summary + MDs approved sheet by viber to concern accountant	NA
10.	Hire charges within limits	NA
11.	HC On account bills have to send on the same day by email / m-codex number	NA
12.	Hire charges vouchers	NA
13.	Virtual tour as per MOM	NA
14.	Is Annexure –A is attached for exceed of limit as per weekly payments	NA

Remarks/recommendations:

1. VERY REARLY SITE IS USING HIRE

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Admin Audit Report – Team A - Hire charges, Weekly vouchers

Company	M R MALLAPUR-LLP	Audited by	M.Mahesh
Site	GMR	Sign	
Project manager name	Ramprasad	Date	30/01/23
Sign		Previous audit date	17/01/23

Note: 1. Tick with green indicating SOP is followed. 2. Mark x in red indicating corrections required by site. 3. Mark xx in red in case of default and re-training is required. 4. Mark xxx in red if SOP is not implemented. 5. Mark NA in green if not applicable.

S no.	Description	Rating
1.	Photo copy by viber of Hire charges Register once in week	X ✓
2.	HC /JB separation on Daily basis	✓
3.	Hire charges photos on Daily basis	✓
4.	Preparing of Material shifting form by site engineer	✓
5.	Data entry of job work narration as per MSF	✓
6.	Daily certification of hire charges printout	✓
7.	Any prior information received for after 18:00 PM work	NA
8.	Rock cutting within limits	✓
9.	Sending of JB/hire charges summary + MDs approved sheet by viber to concern accountant	✓
10.	Hire charges within limits	✓
11.	HC On account bills have to send on the same day by email / m-codex number	✓
12.	Hire charges vouchers	✓
13.	Virtual tour as per MOM	NA
14.	Is Annexure –A is attached for exceed of limit as per weekly payments	✓

Remarks/recommendations:

Note: a. Any additional remarks or information may be sent by way of email to MD, Ashaiya, site/ others..
b. Original to be sent to MD & upload the same in M-codex .



Admin Audit Report – Team A - Hire charges, Weekly vouchers

Company	M R MIRYALGUDA-LLP	Audited by	M.Mahesh
Site	AGH	Sign	
Project manager name	Zakir	Date	30/01/23
Sign		Previous audit date	17/01/23

Note: 1. Tick with green indicating SOP is followed. 2. Mark x in red indicating corrections required by site. 3. Mark xx in red in case of default and re-training is required. 4. Mark xxx in red if SOP is not implemented. 5. Mark NA in green if not applicable.

S no.	Description	Rating
1.	Photo copy by viber of Hire charges Register once in week	NA
2.	HC /JB separation on Daily basis	NA
3.	Hire charges photos on Daily basis	NA
4.	Preparing of Material shifting form by site engineer	NA
5.	Data entry of job work narration as per MSF	NA
6.	Daily certification of hire charges printout	NA
7.	Any prior information received for after 18:00 PM work	NA
8.	Rock cutting within limits	NA
9.	Sending of JB/hire charges summary + MDs approved sheet by viber to concern accountant	NA
10.	Hire charges within limits	NA
11.	HC On account bills have to send on the same day by email / m-codex number	NA
12.	Hire charges vouchers	NA
13.	Virtual tour as per MOM	NA
14.	Is Annexure –A is attached for exceed of limit as per weekly payments	NA
		NA

Remarks/recommendations:

1. FROM 2 WEEKS THERE IS NO ENTIRIES

Note: a. Any additional remarks or information may be sent by way of email to MD, Ashaiya, site/ others..
b. Original to be sent to MD & upload the same in M-codex .



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Company	SERENE – const - LLP	Audited by	M.Mahesh
Site	Serene farms	Sign	
Project manager name	Chandra Shekar	Date	30/01/23
Sign		Previous audit date	17/01/23

Note: 1. Tick with green indicating SOP is followed. 2. Mark x in red indicating corrections required by site. 3. Mark xx in red in case of default and re-training is required. 4. Mark xxx in red if SOP is not implemented. 5. Mark NA in green if not applicable.

S no.	Description	Rating
1.	Photo copy by viber of Hire charges Register once in week	NA
2.	HC /JB separation on Daily basis	NA
3.	Hire charges photos on Daily basis	NA
4.	Preparing of Material shifting form by site engineer	NA
5.	Data entry of job work narration as per MSF	NA
6.	Daily certification of hire charges printout	NA
7.	Any prior information received for after 18:00 PM work	NA
8.	Rock cutting within limits	NA
9.	Sending of JB/hire charges summary + MDs approved sheet by viber to concern accountant	NA
10.	Hire charges within limits	NA
11.	HC On account bills have to send on the same day by email / m-codex number	NA
12.	Hire charges vouchers	NA
13.	Virtual tour as per MOM	NA
14.	Is Annexure –A is attached for exceed of limit as per weekly payments	NA

Remarks/recommendations:

1. FROM 2 WEEKS THERE IS NO ENTIRIES

Note: a. Any additional remarks or information may be sent by way of email to MD, Ashaiya, site/ others..
b. Original to be sent to MD & upload the same in M-codex .



Admin Audit Report – Team A - Hire charges, Weekly vouchers

Company	M R KOWKUR-LLP	Audited by	M.Mahesh
Site	GHT	Sign	
Project manager name	A.SURESH	Date	30/01/23
Sign		Previous audit date	17/01/23

Note: 1. Tick with green indicating SOP is followed. 2. Mark x in red indicating corrections required by site. 3. Mark xx in red in case of default and re-training is required. 4. Mark xxx in red if SOP is not implemented. 5. Mark NA in green if not applicable.

S no.	Description	Rating
1.	Photo copy by viber of Hire charges Register once in week	X
2.	HC /JB separation on Daily basis	✓
3.	Hire charges photos on Daily basis	✓
4.	Preparing of Material shifting form by site engineer	✓
5.	Data entry of job work narration as per MSF	✓
6.	Daily certification of hire charges printout	✓
7.	Any prior information received for after 18:00 PM work	NA
8.	Rock cutting within limits	NA
9.	Sending of JB/hire charges summary + MDs approved sheet by viber to concern accountant	✓
10.	Hire charges within limits	✓
11.	HC On account bills have to send on the same day by email / m-codex number	NA
12.	Hire charges vouchers	✓
13.	Virtual tour as per MOM	NA
14.	Is Annexure –A is attached for exceed of limit as per weekly payments	✓

Remarks/recommendations:

- There is no information hire charges running on Sundays /Holidays .Not following SOP**

Note: a. Any additional remarks or information may be sent by way of email to MD, Ashaiya, site/ others..
b. Original to be sent to MD & upload the same in M-codex .



Admin Audit Report – Team A - Hire charges, Weekly vouchers

Company	GVDC	Audited by	M.Mahesh
Site	GENOPOLIS	Sign	
Project manager name	SUBBA REDDY	Date	30/01/23
Sign		Previous audit date	17/01/23

Note: 1. Tick with green indicating SOP is followed. 2. Mark x in red indicating corrections required by site. 3. Mark xx in red in case of default and re-training is required. 4. Mark xxx in red if SOP is not implemented. 5. Mark NA in green if not applicable.

S no.	Description	Rating
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2.	HC /JB separation on Daily basis	✓
3.	Hire charges photos on Daily basis	✓
4.	Preparing of Material shifting form by site engineer	✓
5.	Data entry of job work narration as per MSF	✓
6.	Daily certification of hire charges printout	✓
7.	Any prior information received for after 18:00 PM work	NA
8.	Rock cutting within limits	NA
9.	Sending of JB/hire charges summary + MDs approved sheet by viber to concern accountant	✓
10.	Hire charges within limits	✓
11.	HC On account bills have to send on the same day by email / m-codex number	
12.	Hire charges vouchers	✓
13.	Virtual tour as per MOM	NA
14.	Is Annexure –A is attached for exceed of limit as per weekly payments	✓

Remarks/recommendations:

Note: a. Any additional remarks or information may be sent by way of email to MD, Ashaiya, site/ others..
b. Original to be sent to MD & upload the same in M-codex .



Admin Audit Report – Team A - Hire charges, Weekly vouchers

Company	GVRC	Audited by	M.Mahesh
Site	INNOPOLIS	Sign	
Project manager name	T.MADHU	Date	30/01/23
Sign		Previous audit date	17/01/23

Note: 1. Tick with green indicating SOP is followed. 2. Mark x in red indicating corrections required by site. 3. Mark xx in red in case of default and re-training is required. 4. Mark xxx in red if SOP is not implemented. 5. Mark NA in green if not applicable.

S no.	Description	Rating
1.	Photo copy by viber of Hire charges Register once in week	X
2.	HC /JB separation on Daily basis	✓
3.	Hire charges photos on Daily basis	✓
4.	Preparing of Material shifting form by site engineer	✓
5.	Data entry of job work narration as per MSF	✓
6.	Daily certification of hire charges printout	✓
7.	Any prior information received for after 18:00 PM work	✓
8.	Rock cutting within limits	NA
9.	Sending of JB/hire charges summary + MDs approved sheet by viber to concern accountant	✓
10.	Hire charges within limits	✓
11.	HC On account bills have to send on the same day by email / m-codex number	
12.	Hire charges vouchers	✓
13.	Virtual tour as per MOM	✓
14.	Is Annexure –A is attached for exceed of limit as per weekly payments	✓

Remarks/recommendations:

1. There is no information after 18:00 PM work and Sundays /Holidays .Not following SOP

Note: a. Any additional remarks or information may be sent by way of email to MD, Ashaiya, site/ others..
b. Original to be sent to MD & upload the same in M-codex .