

Modi Properties & Inv. Pvt. Ltd - Site Audit Report by N. Narendar Reddy

Company:	MRGV	Date of site visit:	06.03.20
Site:	BRGV	Approved by:	Praveen. B
Visited & prepared by:	N. Narendar Reddy	Sing	
Sl No	Description	Remarks	
1.	QC checking files		
	A. QC check RCC file	NA	
	B. QC check Brick work file	NA	
	C. QC Check stage I	NA	
	D. QC Check stage II	NA	
	E. QC Check stage III	NA	
	F. QC Check stage IV	NA	
	G. QC Self check files RCC	NA	
	H. QC Self check files brick work	NA	
2.	Drawing Files		
	A. Block wise center line drawing file	Yes	
	B. Block wise RCC working plan file	Yes	
	C. Block wise brickwork file	NA	
	D. Block wise electrical Drg file	NA	
	E. Block wise plumbing Drg file	NA	
	F. All drawings A3 original file	Yes	
	G. Survey plans file	Yes	
	H. Amenities block file	NA	
	I. Furniture design and model flat file	NA	
	J. Cancelled Drg file	NA	
	K. Layout and utility drawing file.	Yes	
	L. Compound wall drawing file	Std	
	M. OHT drawing file	NA	
	N. A & A file	NA	
	O. Possession letter file	NA	
	P. Circular files(Black,Blue,Red)	Yes a. Red file not maintain at site (Old/Cancelled circulars)	
	Q. Annexure 807(b) file	Yes	
	R. MOM file	Yes	
	S. Task List file	Yes	
	T. Schedule file	NA	
3.	AMC Files	NA	

4.	Admin Misc Files	Yes
5.	All database registers:	
	A. Hire charges Register	Yes
	B. Building material Register	Yes
	C. General inward Register	Yes, Not mentioned Req no & PO in register
	D. Out ward register	Yes
	E. Moment Register	Yes
	F. Worker ID Register	Yes (Condition poor)
	G. Cement register	Yes
	H. Electricity consumption register	Yes, Meter details not entered properly
	I. Rent record register	Yes (Not Updated from 1 month)
	J. Gate pass book	Yes,(Condition Poor)
	K. Job work book	Yes
	L. Visitor Register	Yes
	M. 3 in 1 register	Yes
6.	Log Books	
	A. Bills & DC's Log book	Yes
	B. Contractors Bills inward logbook	Yes
	C. Generator logbook	NA
	D. Turnkey contractors logbook	Yes
	Complaints: Above remarks to be corrected.	
	Suggestions: nil	