File PMR-II

aruna@modiproperties.com

From: <sohammodi@modiproperties.com>
Date: 18-09-2017 6:58 PM
To: <aruna@modiproperties.com>
Attach: Cir_116_h_-MPIPL SIte Audit Report PMR II 15_09_17.pdf
Subject: FW: Fwd: Audit report of PMR -II

Print

From: andrews modi [mailto:andrews@modiproperties.com]
Sent: 18 09 2017 01:35 PM
To: Soham Modi <sohammodi@modiproperties.com>
Cc: Shirish Modi <shirish@modiproperties.com>
Subject: Re: Fwd: Audit report of PMR -II

Dear Soham Sir,

Please find below the action taken for the points observed during audit at site on 14.09.17.

1. Labour quarters surrounding to be cleaned (filled with full of water).

Due to heavy rains, the cellar was filled with water. Motors were in place for pumping out the water.

2. PO's are not enclosed to the requisition after lead time. Req No 64294,64311,64310,64307,64309,64305,64297 & 64301.

All PO's are filed. For requisitions wherein PO's have not issued, the same details have been sent by the site report.

3. Weekly remarks on site report not filled properly from for last four weeks. Project manager not signed.

All reports filed accordingly.
4. Job work book not signed by PM (Counter sign) 22453,22454,22455,22456 and 22457

Some JW sheets not signed have been counter signed. This will be followed here on.
5. Coffee machine is not working from last one month. (Not at repaired).

The replacement is yet to be received. At time of filing this audit report the machine is expected on 19.07.17.

6. General material inward and building material inward not signed by engineer from 07.09.17.

All entries signed.
7. Housekeeping staff are not in uniform (impose a fine as per circular).

Housekeeping staff have been issued one set of uniform. The same were drenched due to heavy rains. Permission was accorded for not wearing the uniform. Spoke to the contractor and ordered for additional set of clothes hereon.

8. 01 CC tv camera is not working

Ours is a NVR and camera works on internet.Due to port issue the camera did not net connection. This has been rectified.
9. Above minor errors are solved at site.

In addition, please note that the audit happened after overnight rains flooded a major part of the site including the cellar. Most of the efforts of the labourers, housekeeping and security staff was to ensure that the water was pumped out, corridors be cleaned and no untoward incident take place.

Some day to day activities did not take place. However,site clubhouse, office and model flats were being attended to.

We have creche' running at site. Due to lack of space, the creche is run in the labour quarter. Due to overnight rains, the cellar was flooded and the teacher/ayah did not report to the creche.

The audit report did not consider the gravity of situation at site.

Thanks and Regards

Andrews

From: Shirish Kumar <shirish@modiproperties.com>
To: Andrews PME Admin <andrews@modiproperties.com>
Sent: Monday, 18 September 2017 11:29 AM
Subject: Fwd: Audit report of PMR -II

Regards,

K Shirish Kumar
Project Manager | +91 92468 24540 | shirish@modiproperties.com
Modi Properties Pvt. Ltd. | www.modiproperties.com
5-4-187/ 3 & 4, M G Road, Secunderabad -03 | Ph: +91 40 6633 5551
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Begin forwarded message:

From: "Praveen B" <praveen@modiproperties.com>
Date: 15 September 2017 at 1:16:03 PM IST
To: <sohammodi@modiproperties.com>
Cc: <admin@modiproperties.com>, "'Praveen B'" <praveen@modiproperties.com>, "'shirish'" <shirish@modiproperties.com>
Subject: Audit report of PMR -II

To

Soham sir,

Please find enclosed audit report of PMR –II

Regards,

B Praveen

Manager Admin | +91 9989 330044 | praveen@modiproperties.com
Modi Properties Pvt. Ltd. | www.modiproperties.com
5–4–187/ 3 & 4, M G Road, Secunderabad - 03 | +91 40 66335551
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Modi Properties & Inv. Pvt. Ltd - Site Audit Report by Praveen

Company:	Paramount Estates	Date of site visit:	14.09.17 (Thursday)
Site:	Paramount Avenue	From / To time:	10:00 to 18:00
Visited by:	Praveen	Prepared by:	Praveen
Other:		Sign:	

Sl No.	Description	Remarks
1.	Is the 'Material shifting authorization forms' used at site? Are the forms serial nos mentioned in the Hire charges register?	Yes Yes
2.	Is the 'Material issue authorization forms' used at site? Are the form's serial nos mentioned in the stock register?	Yes Yes
3.	Are the Site office, Clubhouse and Model Flats properly maintained and cleaned on a daily basis?	No
4.	Is Security properly dressed and are provided with a stick and torch? No. of security personal as approved?	No
5.	Is scrap properly arranged and sold as and when required?	Yes
6.	Is the Creche running properly with midday meals?	No
7.	Keys are properly labeled and numbered?	No
8.	Is use of helmets and safety belts properly enforced? Are 12 nos. neat and clean white helmets stocked at security cabin in apartment projects for customers?	Yes
9.	Is utility bills and payments details/register updated by Admin Officer regularly?	Yes
10.	Is the condition of labour quarters, water and sanitation facility in order? Is there misuse of electric power?	No
11.	Are requisitions properly filed and signed by project manager?	No
12.	Are attendance, building material, inward, hire charges, cement, outward, electricity, etc., maintained properly and signed by engineer and admin officer at site?	No
13.	Do weekly reports tally with registers?	Yes
14.	Are there any receipts of building material before 9 am and after 6 pm without due authorization?	Yes
15.	Is job work register being properly maintained?	No
16.	Is the attendance recorder properly installed and used? Is the ID no. registered properly maintained?	Yes
17.	Has security supervisor ensured that all vacant flats & villas are locked?	Yes
18.	Are gate passes being properly maintained and correctly filled?	Yes
19.	Are Bills & Dc's Inward\outward register being properly maintained	Yes
20.	Stores and stock registers are properly arranged / maintained?	Yes
21.	Is the constructions circular spiral bound in good condition? Is file for latest circulars and internal memos properly maintained?	Yes
22.	Are hire charges and building material photographs being printed from database within one working day?	Yes
23.	Are store rooms properly secured?	Yes
24.	There is no material lying outside the storerooms?	Yes
25.	Stock Register quantity tallies with physical quantity?	Yes

List of stores checked	Stores checked (Y /N)	Qualitative rating (G/A/P)
Electrical	Yes	Good
Cement	Yes	Average
Plumbing – PVC	Yes	Good
Plumbing –GI	Yes	Average
Sanitary	Yes	Good
CP fittings	Yes	Good
Tiles	Yes	Good
Lift	-	-
General Material	Yes	Good
Tools	Yes	Average
Doors & hardware	Yes	Good
Misc.	-	-

Remarks on default in following standard procedures: Nil

Remarks on corrections made in registers or database: Nil

Complaints: Yes

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9. Above minor errors are solved at site.

Suggestions: Yes.

1. Out ward register to be update in database.
2. CC tv camera to be get repaired.