

Sub: Revised list of accounts assigned to accountants to be effective from 8-06-2020.

Accountants shall be grouped in teams as follows:

Group	Head of group	Sr. accountants	Accountants/Asst. Accountants
Group 1		Praveen,	Vinay Raja*, Keerthana. S
Group 2	Rajyalaxmi	Nagamalleswar .S	R. Lavanya, Vijaykumar .D*
Group 3	D. Lavanya	N. Rajkumar,	Krishna Veni, Bhavani
Group 4		K. Swathi,	Vindya, Sridhar*
Group 5	Sangeeta	Upender	Shivanand, Ramakrishna.T*
Group 6		Nagamani	Umakanth*

Sl. No	Name of the Company	Accountant
1.	GV Research Centres Pvt. Ltd., GV Discovery Centres Pvt. Ltd., Aedis Developers LLP MHPL/GVSH – New land in Kolthur	Praveen Raju
2.	MHPL - Marigold Residency Girjabai Modi Charitable Trust Tapadia & Modi Medical Foundation MCMET	Keerthana. S
3.	Vista Homes, Modi Realty Mallapur LLP Summit Sales LLP – Investment a/c.	Rajyalaxmi
4.	Mehta & Modi Realty Kowkur LLP Villa Orchids LLP (additional charge)	Nagamalleswar
5.	Greens Group MBMC East Side Residency LLP	R. Lavanya
6.	Soham Mansion Owners Association BNC Estates Alpine Estates	D. Vijay Kumar
7.	Nilgiri Estates Summit Sales LLP – Trading A/c.	D. Lavanya
8.	Cash account (main) Summit Sales Logistics Summit Sales common expenditure	N. Rajkumar
9.	Syed Mehdi	Krishnaveni
10.	Modi & Modi Constructions Modi Ventures Modi & Modi Realty Hyderabad Pvt. Ltd.,	T. Bhavani
11.	Modi Realty Miriyalaguda LLP Modi Consultancy Services	Swathi K

12.	Matrix Real Estates Consultants LLP - Hyderabad	Vindya
13.	Paramount Builders Paramount Estates Modi Realty Pocharam LLP (Nilgiri Heights)	Sridhar
14.	Mayflower Platinum - MPL Silveroak Villas LLP – SOV 1 to 95	Sangeeta
15.	Paramount Hill County (Database only) Serene Constructions LLP Modi Farmhouse Hyderabad LLP Serene Clubs & Resorts LLP SM Modi Complex PM Modi Complex	Upender
16.	Cash account (upto Rs. 1 lakh) Amigo United Avenues (Database only) Modi Properties Pvt. Ltd – current a/c. (Yes, Kotak, SBI, Axis) Modi Housing Pvt. Ltd – current a/c. (Yes, Kotak, Axis)	Shivanand
17.	Tejal Modi Gaurang Mody Satish Modi HUF Nisha Modi Nidhi Modi Gaurang Mody HUF Soham Modi HUF Soham Modi	Ramakrishna .T (Upender to overwise)
18.	Modi Realty Gagilapur LLP Modi Realty Vikarabad LLP Summit Builders (statutory payments) Modi Realty Muraharipally LLP Silveroak Realty Greenwood Estates Audit reports across all accountants Modi Realty Suryapet LLP Modi Realty Siddipet LLP Modi Realty Timmapur LLP	Umakanth
19.	Kadakia & Modi Housing	Satyanarayana
20.	Modi Realty Genome Valley LLP - BRGV	Jagadish
21.	Modi Housing P Ltd., - SOV III	Jaya Prakash to be assisted by Umakanth

Details of task assigned to managers – groups A to D.

Approval of statements of all kinds. Training and approval for P&L and balance sheet of all ongoing projects on quarterly basis. Filing of tax returns	Sambasiva Rao	
All works relating to liaisoning with banks including opening of a/c., closing of a/c., deposit of cheques, operating instructions, online payments, signature on all documents by partners, etc. Liaisoning for loans RERA statements	Satyanarayana	Gopi to assist in bank related works.
Attending to service tax litigations Attending to VAT litigations	Jaya Prakash	
GST, Monthly gate pass statement – monitor and raise GST bills	Jagdish	Assisted by Sujatha.
Certification of cash books on weekly basis	Kanaka Rao	

Note:

1. Vinay Chary to report to MD as accounts coordinator from 8.6.2020.
2. Sujatha to independently scan and upload all vouchers on M-codex from immediate effect
3. Owners association and other firms/companies associated with the main project shall be deemed to be assigned to the respective accountant. Explicit mention is not made above.
4. Modi Realty Mallapur LLP (NFC) group includes Paramount Avenue P. Ltd., & Modi Estates.
5. Approval by managers of weekly vouchers, approving of GST returns & IT returns is given in Annexure -A.
6. Hereon each group to prepare their own IT returns and GST returns. Managers in group to only play an advisory roles in their specified fields. They will only assist in preparing GST/Tax returns by imparting training and making corrections to returns.
7. Each group (1 to 6) shall be responsible for preparing documents for scrutiny and cases related to VAT, service tax, GST and IT. They shall meet the respective consultants along with managers for preparing replies and representations.
8. Managers to specialize in their field and help in planning by providing quarterly reports.
9. Bank works for deposit of cheques, withdrawal of cash, rotations to be handled by each group on their own. Person assigned of such works is marked with *. They shall also be responsible for FDs, opening & closing accounts. Umakanth to assist group -3.
10. Gopi to visit bank once in a day for depositing cheques or withdrawal of cash prepared by all the groups above – 12 noon.
11. Vinay Chary – shall be the accounts coordinator and help MD in his tasks. To check compliance of weekly, monthly, quarterly and yearly reports. To make checklist of weekly report and online payments. Sujata to help in scanning of all accounts related vouchers and statements.

Soham Modi.

Annexure -A.

Approval by managers of weekly vouchers, approving of GST returns & IT returns

Sl. No.	Company/firm	GST assigned to	Weekly vouchers assigned to	IT returns assigned to
1.	Summit Builders (statutory payments)	Jagdish	Satyanarayana	Satyanarayana
2.	Soham Mansion Owners Association	--	Satyanarayana	Satyanarayana
3.	Greenwood Estates	--	Satyanarayana	Satyanarayana
4.	Silveroak Villas LLP	Satyanarayana	Satyanarayana	Sambasiva Rao
5.	Modi Realty Genome Valley LLP	Jagdish	Satyanarayana	Sambasiva Rao
6.	Modi Properties Pvt. Ltd.(YES bank)	Jagdish	Satyanarayana	Sambasiva Rao
7.	Modi Housing Pvt. Ltd.	Jagdish	Satyanarayana	Sambasiva Rao
8.	MHPL – New land in Kolthur	Jayaprakash	Satyanarayana	Sambasiva Rao
9.	Mehta & Modi Realty Kowkur LLP	Jagdish	Satyanarayana	Sambasiva Rao
10.	MBMC	Satyanarayana	Satyanarayana	Sambasiva Rao
11.	GV Discovery Centres Pvt. Ltd.,	Jayaprakash	Satyanarayana	Sambasiva Rao
12.	Greens Group	Satyanarayana	Satyanarayana	Sambasiva Rao
13.	East Side Residency LLP	Jagdish	Satyanarayana	Sambasiva Rao
14.	Summit Sales LLP – Investment a/c.	--	Satyanarayana	NA
15.	Modi Realty Suryapet LLP	Sambasiva Rao	Satyanarayana	Jayaprakash
16.	Modi Realty Siddipet LLP	Sambasiva Rao	Satyanarayana	Jayaprakash
17.	Aedis Developers LLP	Sambasiva Rao	Satyanarayana	Jagdish
18.	BNC Estates	Jagdish	Satyanarayana	Sambasiva Rao
19.	Silveroak Realty	Sambasiva Rao	Sambasiva Rao	Sambasiva Rao
20.	Paramount Estates	Jayaprakash	Sambasiva Rao	Sambasiva Rao
21.	Tapadia & Modi Medical Foundation	--	Sambasiva Rao	Satyanarayana
22.	Matrix Real Estates Consultants LLP	Jagdish	Sambasiva Rao	Satyanarayana
23.	Summit Sales LLP	Jagdish	Sambasiva Rao	Sambasiva Rao
24.	Serene Constructions LLP	Jagdish	Sambasiva Rao	Sambasiva Rao
25.	Monthly gate pass statement - monitor	--	Sambasiva Rao	Sambasiva Rao
26.	Modi Realty Muraharipally LLP	Sambasiva Rao	Sambasiva Rao	Sambasiva Rao
27.	Modi Consultancy Services	Jagdish	Sambasiva Rao	Sambasiva Rao
28.	MCMET	Sambasiva Rao	Sambasiva Rao	Sambasiva Rao
29.	GV Research Centres Pvt. Ltd.,	Jagdish	Sambasiva Rao	Sambasiva Rao
30.	Summit Sales LLP - voucher entry	--	Sambasiva Rao	NA
31.	Modi Realty Pocharam LLP (Nilgiri Heights)	Jagdish	Sambasiva Rao	Jayaprakash
32.	Girijabai Modi Charitable Trust	--	Sambasiva Rao	Jagdish
33.	Cash account (main)	--	Sambasiva Rao	--

34.	Summit Sales Logistics	Jagdish	Sambasiva Rao	Sambasiva Rao
35.	Nilgiri Estates	Jagdish	Sambasiva Rao	Sambasiva Rao
36.	Alpine Estates	--	Jayaprakash	Satyanarayana
37.	Syed Mehdi	Satyanarayana	Jayaprakash	Jagdish
38.	Paramount Builders	Jayaprakash	Jayaprakash	Jagdish
39.	Vista Homes,	Satyanarayana	Jayaprakash	Sambasiva Rao
40.	Summit Sales common expenditure	Jagdish	Jayaprakash	Sambasiva Rao
41.	Modi Realty Vikarabad LLP	Jagdish	Jayaprakash	Jayaprakash
42.	Modi Realty Mallapur LLP	Jayaprakash	Jayaprakash	Sambasiva Rao
43.	Modi Realty Gagilapur LLP	Jagdish	Jayaprakash	Jayaprakash
44.	Modi Farmhouse Hyderabad LLP	--	Jayaprakash	Sambasiva Rao
45.	MHPL - Marigold Residency	Jagdish	Jayaprakash	Sambasiva Rao
46.	Mayflower Platinum - MPL	Jagdish	Jayaprakash	Sambasiva Rao
47.	Kadakia & Modi Housing	Satyanarayana	Jayaprakash	Sambasiva Rao
48.	Serene Clubs & Resorts LLP	--	Jayaprakash	Jayaprakash
49.	Modi Ventures	--	Jayaprakash	Jayaprakash
50.	Modi & Modi Constructions	Sambasiva Rao	Jayaprakash	Jagdish
51.	Nisha Modi	--	Jayaprakash	Jagdish
52.	Nidhi Modi	--	Jayaprakash	Jagdish
53.	Modi Realty Miriyalaguda LLP	Jagdish	Jagdish	Sambasiva Rao
54.	Amigo United Avenues (Database only)	Jayaprakash	Jagdish	Satyanarayana
55.	Soham Modi	Satyanarayana	Jagdish	Sambasiva Rao
56.	Modi Realty Timmapur LLP	Jayaprakash	Jagdish	Sambasiva Rao
57.	Happay card, petro card & common expenses	--	Jagdish	Sambasiva Rao
58.	Tejal Modi	--	Jagdish	Jayaprakash
59.	Satish Modi HUF	--	Jagdish	Jayaprakash
60.	Soham Modi HUF	--	Jagdish	Jagdish
61.	Paramount Hill County (Database only)	Satyanarayana	Jagdish	Jagdish
62.	Jayatilal Mody	--	Jagdish	Jagdish
63.	Gaurang Mody HUF	--	Jagdish	Jagdish
64.	Gaurang Mody	--	Jagdish	Jagdish
65.	MPPL & MHPL (SBI – statutory)	--	Jagdish	--
66.	MPPL & MHPL – Axis bank,	--	Jagdish	--
67.	Cash account (upto Rs. 1 lakh)	--	Jagdish	--

Managing Director.