

Sub: Revised list of accounts assigned to accountants to be effective from 01-04-2021.

However, new accountants to assist other accountants who have their existing accounts.

Accountants shall be grouped in teams as follows:

Group	Head of group	Sr. accountants	Accountants/Asst. Accountants
Group 1	Sangeetha	Manoj	Shivanand, Umakanth, Naveen
Group 2	Rajyalaxmi	Nagamalleswar .S	R. Lavanya, Krishna Veni
Group 3	Naresh Gauri	Vamshi,	Vindya, Ambika,
Group 4	D. Lavanya	Ganeshwara Naresh	Bhavani, N. Rajkumar, Priyanka
Group 5	Praveen Raju	Mahesh	Keertana, Ramakrishna, Vinay Raj
Group 6	Sambasiva Rao	Manoj	
Group 7	Jaya Prakash	Maqsood	
Group 8	Jagadish	Sangeetha	
Group 9	Rupal	Gopi	

Sl. No	Name of the Company	Accountant
1.	Mayflower Platinum - MPL GV Discovery Centres Pvt. Ltd.,	G. Sangeeta
2.	Modi Consultancy Services Summit Sales LLP – Investment a/c. Modi Realty Muraharipally LLP# NRK Biotech Pvt. Ltd. Anand Reddy land – GV Celestial Labs P. Ltd.	Lavan Kumar
3.	Cash account (upto Rs. 1 lakh) Amigo United Avenues (Database only) Modi Realty Gagilapur LLP Modi Realty Siddipet LLP# Paramount Builders# Paramount Estates# Modi & Modi Constructions# Modi Ventures# Alpine Estates Girijabai Modi Charitable Trust	Shivanand
4.	Modi Properties Pvt. Ltd – current a/c. (Yes, Kotak, SBI, Axis) Modi Housing Pvt. Ltd – current a/c. (Yes, Kotak, Axis) Modi & Modi Realty Hyderabad Pvt. Ltd.	Umakanth
5.	MHPL - Marigold Residency	Naveen
6.	Vista Homes, Modi Realty Mallapur LLP	Rajyalaxmi
7.	Mehta & Modi Realty Kowkur LLP Villa Orchids LLP (additional charge) Greenwood Estates	Nagamalleswar
8.	Greens Group MBMC BNC Estates	R. Lavanya

9.	Soham Mansion Owners Association Modi Realty Vikarabad LLP	Krishnaveni
10.	Modi Housing P Ltd., - SOV III + SOV LLP as contractor.	Naresh Gauri
11.	Kadakia & Modi Housing Modi Realty Genome Valley LLP - BRGV	Vamshi
12.	Matrix Real Estates Consultants LLP – Hyderabad	Vindya
13.	Silveroak Villas LLP – SOV 1 to 95 (from 1.10.2020) Silveroak Realty	Ambika
14.	Nilgiri Estates Summit Sales LLP – Trading A/c. Modi Realty Pocharam LLP (Nilgiri Heights)	D. Lavanya
15.	East Side Residency LLP Modi Realty Miriyalaguda LLP	Ganeswara Naresh
16.	Satish Modi HUF Nisha Modi Nidhi Modi Gaurang Mody HUF	T. Bhavani
17.	Summit Sales Logistics Summit Sales common expenditure	N. Rajkumar
18.	Summit Builders (statutory payments) Soham Modi HUF	Priyanka
19.	GV Research Centres Pvt. Ltd., Aedis Developers LLP	Praveen Raju
20.	GVSH Manufacturing Facilities P. Ltd., N Square Lifesciences LLP. MCMET	Mahesh
21.	Tapadia & Modi Medical Foundation SM Modi Complex PM Modi Complex	Keerthana. S
22.	Tejal Modi Gaurang Mody Soham Modi Serene Constructions LLP Modi Farmhouse Hyderabad LLP Serene Clubs & Resorts LLP	Ramakrishna
23.	Cash account (main) (from 1.4.2021) Modi Realty Suryapet LLP (Timmapur)	Vinay Raja

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. Laisioning for loans	Jaya Prakash	Maqsood to assist Jayaprakash in all activity related to loans. From 1.7.21 Maqsood to independently handle all existing loans. Jayaprakash to

RERA statements Attending to service tax litigations Attending to VAT litigations		only assist him for new loans.
GST, Monthly gate pass statement – monitor and raise GST bills	Jagdish	To be assisted by A. Sangeetha
All tasks related to compliance with company law, ROC. SEBI, NSC, etc. Making new companies, changing partnership, etc.	Rupal	To be assisted by Gopi 3 to 4 times a week.
Certification of cash books on weekly basis	Kanaka Rao	

Note:

1. Sujatha/Divyavani to independently scan and upload all vouchers on M-codex.
2. 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.
3. Approval by managers of weekly vouchers, approving of GST returns & IT returns is given in Annexure -A (to be revised).
4. 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.
5. Managers to specialize in their field and help in planning by providing quarterly reports.
6. Shivanand (Mon, Tue), Naveen (Wed, Thur) & Gopi (Fri, Sat) to visit bank twice a day for depositing cheques or withdrawal of cash prepared by all the groups above – 11am and 2.30pm.

Soham Modi.