

Modi Properties Pvt. Ltd - Site Audit Report -

Company Name:		Modi Realty Genome Valley LLP	Date:	19-10-2020
Project Name:		Bloomdale Residency at Genome Valley	From / To time:	09.30 to 18.00
Visited by:		R Sanjay Kumar	Prepared by:	M.Mahesh Kumar
Previous audit date:			Sign:	
Sl No	Description		SOP Followed (Yes/No)	Remarks
1.	Creche			
	a) Creche Operational.		NA	
	b) Creche teacher and Ayya attending as per timings 09.00 AM to 17.30 PM.		NA	
	c) Midday meals provided.		NA	
	d) No of childrens.		NA	
2.	Labour quarters			
	a) No. of labour quarters.		14	
	b) No. of occupied labour quarters.		06	
	c) No. of toilets.		02	
	d) No. of washrooms.		02	
	e) Electrical power connection.		Yes	
	f) Provision of water & electricity for labour quarters.		Yes	
3.	Pumps & Equipement.			
	a) Water supply file maintained.		Yes	
	b) List of pumps & Equipement file maintained.		Yes	07 Motors
	c) List of computers & ptheripherals file.		Yes	03 Laptops and one Epson Printer
	d) List of wifi connections file.		01	Jio Modem
	e) List of meters & submeters file.		03	
4.	Model Units			
	a) Model villas / flats maintained properly.		Yes	02 at MGA
	b) Club House maintained properly.		NA	
	c) Swimming pool maintained properly.		NA	
	d) Parks and open spaces maintained properly.		NA	

Remarks on default in following standard procedures : Nil

Complaints : Files not maintaining properly (Utility)

Suggesstions : Nil

Annexure (D)

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Previous audit date:		Sing:	
Sl No	Description	SOP Followed (Yes/No)	Remarks
1.	Safety measurements at site		
	a) No visitor helmets at security kiosk.	No	
	b) Quality & cleanness of helmets (G/A/P)	Average	
	c) Labours working without helmets & masks	Yes	
	d) Safety belts / helmets.	No	
	e) Safety net provided (in apartment projects)	No	
	f) Infrared thermo meter being used.	Yes	But not using at site
	g) PVC 500 ltr water tank & Sanitizer is provided.	Yes	
	h) Power tools being used with Al-Service wire.	Yes	
	i) Is DB box are locked properly	No	
	j) Is vacant villas / flats are locked properly	NA	

Remarks on default in following standard procedures: Nil
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Complaints: Labours are working with our mask and helmets and security is not available at site

Suggestions : Main gate security room land line phone not available

Annexure (E)
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Visited by:		R Sanjay Kumar	Prepared by	M. Mahesh
Previous audit date:			Audit date:	
Sl No	Description		SOP followed (Yes/No)	Remarks (Breif Discription)
MMC				
1.	Monthly Maintenance File.		NA	
2.	MMC logbook manual.		NA	
3.	No. Of units with arreras of more than 2 months of MMC.		NA	
4.	MMC arrears notice file.		NA	
5.	MMC regular file.		NA	
6.	MMC receipt book maintained properly.		NA	
7.	Cash collection in MMC from customers.		No	
8.	MMC receipt book certified by accounts on weekly basis.		NA	
9.	Equipment AMC list file.		No	
10.	All registers & DC books certfied by stores incharge.		No	
11.	C.C TV cameras list file.		Yes	02 Nos
12.	Security services regular file.		No	Need to Maintain

Remarks on default in following standard procedures: Nil
Complaints: Equipment AMC list file not maintainng at site.
Suggestions :

Annexure (F)

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Previous audit date:		Sing:	
Sl No	Description	SOP followed (Yes/No)	Remarks
1.	Security Services		
	a) No. of security sanctioned as per circular.	Yes	02
	b) No. of security regularly present.	No	
	c) Uniform is maintained by all security.	No	
	d) No. of sticks & Torch lights provided.	Yes	
	e) Security supervisor is maintained registers properly.	No	
2.	House keeping		
	a) No. of sweepers & boys sanctioned in builder A/c.	02	Office Boy -01 Sweeper -01
	b) No. of Sweepers & other operators (Machine boys & Lift operators sanctioned in association A/c.	No	
	c) Uniforms is maintained by all house keeping staff.	Yes	
	d) Housekeeping schedule is maintained properly.	No	
3.	Gardening Services		
	a) No. of Gardeners sanctioned in Builder A/c.	No	
	b) No. of Gardeners Sanctioned in Association A/c.	No	
	c) Gardening schedule is maintained properly.	No	
	d) Tools are maintaining at site properly.	Yes	
4.	C.C Cameras		
	a) No of cameras sanctioned at site.	Yes	02
	b) No of cameras not working at site.	Yes	02
	c) Time laps camera data backup sending time to time.	NA	
Remarks on default in following standard procedures:			
Complaints: Security Supervisor is not available at site at the time of site visit and Lady engineer Pushpalatha is updating registers at site due to security supervisor not available			
Suggestions : CC Camera back up has to be taken at the end of the week.			