

Annexure (F)

Modi Properties Pvt. Ltd - Site Audit Report

Company Name:	NILGIRI ESTATES	Date:	03/02/2021
Project Name:	NE	From / To time:	17/02/2021 24/02/2021
Visited by:	R.Sanjay / M.Mahesh	Prepared by:	Mahesh
Sl No	Description	SOP followed (Yes/No)	Remarks
1.	Security Services		
	a) No. of security sanctioned as per circular.	05	
	b) No. of security regularly present.	05	
	c) Uniform is maintained by all security.	Yes	
	d) No. of sticks & Torch lights provided.	02 torch & 4 sticks	
	e) Security supervisor is maintained registers properly.	Yes	
2.	House keeping		
	a) No. of sweepers & boys sanctioned in builder A/c.	01 sweeper 01 office boy	
	b) No. of Sweepers & other operators (Machine boys & Lift operators sanctioned in association A/c.	03 sweepers	
	c) Uniforms are maintained by all housekeeping staff.	YES	
	d) Housekeeping schedule is maintained properly.	Yes	
3.	Gardening Services		
	a) No. of Gardeners sanctioned in Builder A/c.	No	
	b) No. of Gardeners Sanctioned in Association A/c.	04	
	c) Gardening schedule is maintained properly.	No	
	d) Tools are maintaining at site properly.	No	
4.	C.C Cameras		
	a) No of cameras sanctioned at site.	05	
	b) No of cameras not working at site.	02	
	c) Time laps camera data backup sending time to time.	NO	
Remarks on default in following standard procedures:			
Complaints:			
Suggestions :			

Annexure (E)

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Company Name:	NILGIRI ESTATES	Date:	03/02/2021
Project Name:	NE	From / To time:	17/02/2021 24/02/2021
Visited by:	R.Sanjay / M.Mahesh	Prepared by:	Mahesh
Sl No	Description	SOP followed (Yes/No)	Remarks (Brief Discription)
MMC			
1.	Monthly Maintenance File.	Yes	
2.	MMC logbook manual.	Yes	
3.	No. Of units with arrears of more than 2 months of MMC.	Yes	27 lakhs
4.	MMC arrears notice file.	No	
5.	MMC regular file.	No	
6.	MMC receipt book maintained properly.	No	
7.	Cash collection in MMC from customers.	NA	
8.	MMC receipt book certified by accounts on weekly basis.	No	
9.	Equipment AMC list file.	NA	
10.	All registers & DC books certified by stores incharge.	No	
11.	C.C TV cameras list file.	Yes	
12.	Security services regular file.	Yes	

Remarks on default in following standard procedures: Nil
Complaints: MMC database need to be update , regularly lady engineers not doing follow-up to collect dues from customers , not maintaining file , log book is not updated
Suggestions : I & Sanjay explained about MMC how to collect & issue the notices . I suggested them to visit vista homes to know about MMC

Annexure (D)

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Project Name:	NE	From / To time:	17/02/2021 24/02/2021
Visited by:	R.Sanjay / M.Mahesh	Prepared by:	Mahesh
Sl No	Description	SOP Followed (Yes/No)	Remarks
1.	Safety measurements at site		
	a) No visitor helmets at security kiosk.	NA	
	b) Quality & cleanness of helmets (G/A/P)	NA	
	c) Labours working without helmets & masks	NA	
	d) Safety belts / helmets.	NA	
	e) Safety net provided (in apartment projects)	NA	
	f) Infrared thermo meter being used.	NA	
	g) PVC 500 ltr water tank & Sanitizer is provided.	NA	
	h) Power tools being used with Al-Service wire.	Yes	
	i) Is DB box are locked properly	Yes	
	j) Is vacant villas / flats are locked properly	NA	

Remarks on default in following standard procedures: Nil

Complaints:

Suggestions :

Annexure (C)

Modi Properties Pvt. Ltd - Site Audit Report

Company Name:		NILGIRI ESTATES	Date:	03/02/2021
Project Name:		NE	From / To time:	17/02/2021 24/02/2021
Visited by:		R.Sanjay / M.Mahesh	Prepared by:	Mahesh
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.	10		
	b) No. of occupied labour quarters.	10		
	c) No. of toilets.	02	Poor condition	
	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.	03 bore pump		
	c) List of computers & pheripherals file.	01		
	d) List of wifi connections file.	01		
	e) List of meters & submeters file.	08		
4.	Model Units			
	a) Model villas / flats maintained properly.	NA		
	b) Club House maintained properly.	NA		
	c) Swimming pool maintained properly.	NA		
	d) Parks and open spaces maitained properly.	NA		

Remarks on default in following standard procedures :
Complaints :
Suggesstions :