

Annexure (F)

Modi Properties Pvt. Ltd - Site Audit Report

Company Name:	Modirealty kowkur-llp	Date:	02-04-2021
Project Name:	GHT	From / To time:	08/03/2021 15/03/2021
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.	03	
	b) No. of security regularly present.	03	
	c) Uniform is maintained by all security.	Yes	
	d) No. of sticks & Torch lights provided.	01 torch & 4 sticks	Raise requisition for one more torch light(STD)
	e) Security supervisor is maintained registers properly.	Yes	Good
2. `	House keeping		
	a) No. of sweepers & boys sanctioned in builder A/c.	01 officeboy 01 sweeper	
	b) No. of Sweepers & other operators (Machine boys & Lift operators sanctioned in association A/c.	NA	NA
	c) Uniforms is maintained by all house keeping staff.	YES	
	d) Housekeeping schedule is maintained properly.	NA	
3.	Gardening Services		
	a) No. of Gardeners sanctioned in Builder A/c.	01	
	b) No. of Gardeners Sanctioned in Association A/c.	NA	
	c) Gardening schedule is maintained properly.	NA	
	d) Tools are maintaining at site properly.	YES	
4.	C.C Cameras		
	a) No of cameras sanctioned at site.	02	
	b) No of cameras not working at site.	Nil	
	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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Visited by:	R.Sanjay / M.Mahesh	Prepared by:	Mahesh
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 arrears 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.	NA	
8.	MMC receipt book certified by accounts on weekly basis.	NA	
9.	Equipment AMC list file.	NA	
10.	All registers & DC books certified by stores incharge.	Yes	
11.	C.C TV cameras list file.	Yes	
12.	Security services regular file.	Yes	

Remarks on default in following standard procedures: Nil
Complaints:
Suggestions :

Annexure (D)

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Project Name:	GHT	From / To time:	08/03/2021 15/03/2021
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.	No	Need to raise req
	b) Quality & cleanness of helmets (G/A/P)	Yes	
	c) Labours working without helmets & masks	Yes	Majority of labours are not maintaining
	d) Safety belts / helmets.	No	
	e) Safety net provided (in apartment projects)	No	
	f) Infrared thermo meter being used.	Yes	
	g) PVC 500 ltr water tank & Sanitizer is provided.	Yes	
	h) Power tools being used with AI-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:

Complaints: centering labours & civil labours are not wearing helmets and Mask

Suggestions : for every one hour security guard to monitor helmets & safety for labours

Annexure (C)

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Visited by:	R.Sanjay / M.Mahesh	Prepared by:	Mahesh
Sl No	Description	SOP Followed (Yes/No)	Remarks
1.	Creche		
	a) Creche Operational.	N0	
	b) Creche teacher and Ayya attending as per timings 09.00 AM to 17.30 PM.	No	
	c) Midday meals provided.	No	
	d) No of childrens.	10 to 15	
2.	Labour quarters		
	a) No. of labour quarters.	21	
	b) No. of occupied labour quarters.	07	
	c) No. of toilets.	02	
	d) No. of washrooms.	04	
	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 pumps	
	c) List of computers & pheripherals file.	04	
	d) List of wifi connections file.	02	
	e) List of meters & submeters file.	3	
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 :