



# **MONTHLY MANAGEMENT REPORT**

*Towers*

**Aparna Property Management Services Pvt. Ltd.**

**February - 2019**

This report is a review on our performance during the last month and is an attempt to analyze and evaluate our service delivery and make a progressive step forward with implementation plan.

The following points are put forward for review

## Reports:

- ❖ Scope and nature of service
- ❖ Proposed Manpower and Availability Man power

## Technical Services:

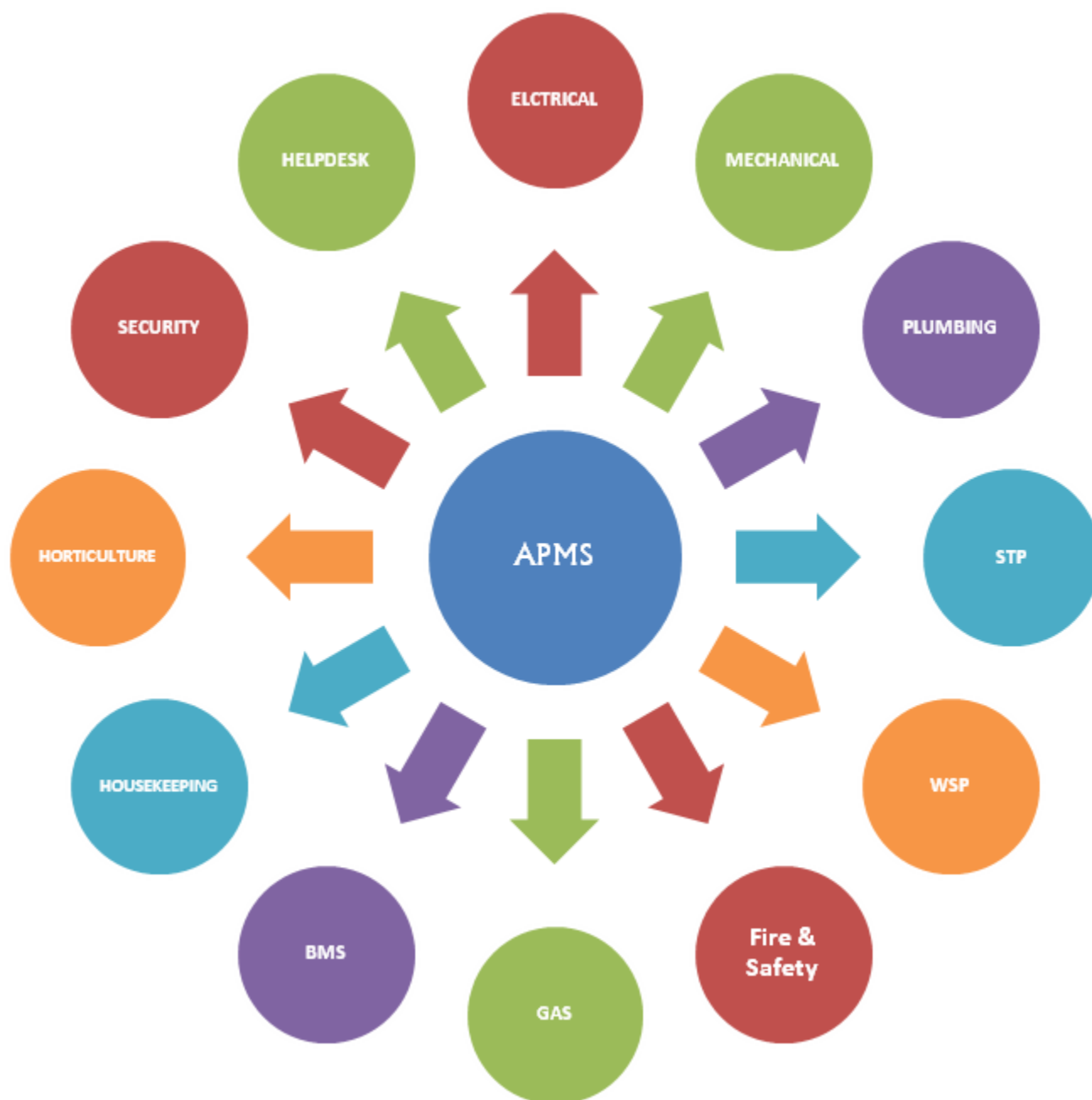
1. Equipment Status
2. Power Consumption Analysis
3. Power Failure Analysis
4. DG Generated Power KWH
5. STP Water Test Reports
6. Fire Safety
7. Complaints

## Soft Services:

1. Horticulture Critical Machinery
2. Horticulture Consumables

## REPORTS

### ❖ Scope and nature of service



## MMR REPORT FOR THE MONTH OF FEBRUARY-2019

## ❖ Proposed Manpower and Availability Man power

S.no	Particulars	Shift				Manpower (Nos.)	Man power Present days	Man power%
		General	A	B	C			
Full Time:								
1	Jr. Engineer - Facilities	1				1		
2	Officer - Security	1				1		
3	Gardener	1				1		
4	Security Supervisors		1		1	2		
5	H K & Garden Helpers	13				13		
6	Security Personal		6		6	12		
7	Electricians		1		1	2		
8	Plumbers	1	1		1	3		
9	STP Operators		1		1	2		
10	Club House care taker	1				1		
11	Pool Attendant / Operator	1				1		

S.no	Particulars	Shift				Manpower (Nos.)	Man power Present days	Man power%
		General	A	B	C			
12	Gym, Tennis, Badmtnton andSwimming Pool Coaches	2				2		

**TECHNICAL SERVICES****1. Equipment Status**

Towers - Equipment Status as on 28-2-2019								
Category	S.No	Description	Total	Not Working	Pumps Status			Total Downtime (Hrs). of Equipment
					Auto	Manual	Off	
Electrical Distribution System (HT)	1	3 Panel	0	0				
	2	4 Panel	0	0				
	3	CTPT	1	0				
	4	5 Panel	1	0				
Electrical Distribution System(LT)	5	Transformers	2	0				
	6	Main Pcc Panel	1	0				
	7	APFCR	2	0				
	8	Common Supply Panel	5	0				
	9	Bus Duct	24	0				
	10	Distribution Board	11	0				
	11	VCB	2	0				
	12	ACB	6	0				
	13	Landscape Lighting Panel	0	0				
	14	Club House Panel	0	0				
	15	Lighting Arrestor	1	0				
	16	Total No. Of Lights	372	0				
Elevators & Backup Power	17	Lifts	19	0				
	18	DG Sets	2	0				
	19	ARD Batteries	0	-				
	20	Partial / Full Backup	100%	-				
Ground Water Source	21	Borewells	7	7(7)				
Metro Water Supply	22	HMWS & SB Meter	1	0				
Water Distribution System	23	DWS	Yes	-				
	24	FWS	Yes	-				
	25	PRV's	176	0				
	26	Sewerage System	Yes	-				
Landscape Water Distribution	27	Irrigation Pumps	0	0				
	28	Irrigation Pump Panels	0	0				
	29	Irrigation Sprinkler Automation System	Manual	-				
Water Features	30	Water Body Pumps	0	0				
	31	Fountain	0	0				
De-watering System	32	Storm Water Pump	2	0	2	0	0	
	33	Oozing Pumps	0	0	0	0	0	
Rain Water System	34	Excess Rain Water Pump	0	0	0	0	0	
	35	Rain Water Harvesting Pits	4	0				
Swimming Pool	36	Indoor Pool Pumps	No	0				
	37	Outdoor Pool Pumps	Yes	0				
	38	Baby Pool	Yes	-				
Security	39	Boom Barrier	2	0				
	40	Solar Fencing	1	0				
	41	CCTV	28	0				
Reticulated Piped Gas	42	Gas Bank & Chambers	3	-				

Towers - Equipment Not Working Data	
Category	Borewells
S.No	21
Description of Issue	Borewell not working
Root Cause	Due to low ground water
Action Required / Planned	-
Pending from days	-
Estimation Date	-
Responsibility	Society
Notified to the concerned	Society

## 2. Power Consumption Analysis

Units	December	January	February
EB Power Units (KVAH)	109701	109312	111351
Solar Power Units (KWH)	0	0	0
DG Units Generated (KWH)	60	480	1400



### 3. Power Failure Analysis

Units	December	January	February
Power Failure (Hrs)	2:10	3:10	11:0
Diesel Consumed (Ltrs)	80	140	450

**4. DG Generated Power KWH**

S.No	Block	Power Failure (Hrs)	DG Running (Hrs)	DG Units (KWH)	Diesel Consumed (Ltrs)	Diesel filled (Ltrs)
1	A	00:00:00	0	0	590	590

**5(a). Fire Safety**

Fire Safety Equipment Status as on 28-2-2019							
S.No	Description	Towers		Fire Pumps Status			Total Downtime (Hrs/days) of all Equipment
		Total	Not Working	Auto	Manual	Off	
1	Jockey Pump	1	0	1	0	0	
2	Main Pump	1	0	1	0	0	
3	DG Pump	1	0	1	0	0	
4	Booster Pump	0	0	0	0	0	
5	Dewatering Pumps	0	0	0	0	0	
6	Yard Hydrant Points	20	0				
7	Cellar Hydrant Points	11	0				
8	Sub Cellar Hydrant Points	0	0				
9	Fire Hose Reel Drums	90	0				
10	Fire Alarm System	6	0				
11	Public Addressing System	1	0				
12	Fire Extinguishers	16	0				
13	Carbon Emission System	0	0				
14	Flow Annunciator Panels - Fire Sprinkler	0	0				
15	CP Hoses	208	32				30 days
16	Fire Alarm Repeater Panels	0	0				
17	Sprinkler Charged (floor wise)	0	0				
18	Fire Mock Drill & Emergency Evacuation	Prev: 19-01-2019	Next: 20-07-2019				
19	No. of False Alarms	0	0				
20	Wet Raisers	6	0				
21	Sub Cellar-3 Hydrant Points	0	0				
22	Group Indication Panel	0	0				

**5(b). Fire Safety Not Working**

Towers - Equipment Not Working Data	
Category	CP Hoses
S.No	15
Description of Issue	CP hoses not working
Root Cause	Damaged due to wear & tear
Action Required/ Planned	Informed to society
Pending from days	30
Estimation Date	-
Responsibility	Society
Notified to the concerned	Society

**6(c). Status of Fire NOC Renewals as on 03-03-2019**

TOWERS FIRE NOC DETAILS			
S.No	Block	Valid up to	Name Changed to Society
1	Block - A	30-05-2021	Yes

## 7. Apna Complex Complaint Report

Complaint Category	Previous Pending	Opened	Resolved	Total Outstanding	No Escalation	Escalated to L2	Escalated to L3
Accounts	-	1	1	-	100%	0	0
Civil	2	-	2	-	0	0	100%
Common Areas	1	1	2	-	0	0	100%
Electrical	-	82	81	1	97.53%	1.23%	1.23%
Housekeeping	-	1	1	-	100%	0	0
landscaping	1	-	1	-	100%	0	0
Lifts	2	9	7	4	14.28%	71.42%	14.28%
Plumbing	2	120	122	-	98.36%	0	1.63%
telephone	-	1	1	-	100%	0	0
<b>Total</b>	<b>8</b>	<b>215</b>	<b>218</b>	<b>5</b>	<b>93.57%</b>	<b>2.75%</b>	<b>3.66%</b>

**SOFT SERVICES****1. Horticulture Consumables**

<b>Horticulture - Pesticides / Fertilizers and Fungicides Consumption Report for</b>			
<b>S.No</b>	<b>Pesticides / Fertilizers and Fungicides</b>	<b>UOM</b>	<b>Qty</b>
1	Vermicompost (organic manure)	Kgs	200
2	Chloropyriphos	Ltrs	0.5
3	Monocrotophos	Ltrs	0.2
4	Imidaclopride	Ltrs	0.2
5	Carbendazim	Kgs	0.5
6	Dhanvit	Ltrs	-
7	Multinutrient Solution	Ltrs	0.3
8	Furadon (G)	Kgs	2
9	Phorate (G)	Kgs	-
10	NPK 19-19-19	Kgs	5
11	Acephate(75 SP)	Kgs	-
12	17-17-17	Kgs	-
13	Urea	Kgs	5
14	Potash	-	-
15	Dimethoate	Ltrs	0.5
16	Malathian	Ltrs	-
18	NPK 15-15-15	Kgs	-
19	2-4 D	Kgs	-
20	Glycil	Ltrs	1
21	NPK 16-16-16	Kgs	-
22	Thiomethaxion	Ltrs	0.1
24	Copper Oxychloride	Kgs	1
25	NPK 20-20-20	Kgs	15
26	Lambda cyhalothrin	Ltrs	-

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## **APARNA TOWERS**

Located at Kondapur, Hyderabad.



# **THANK YOU**