

Monthly Management Report

Aparna Property Management Services Ltd

APRIL-2019

OPERATIONS

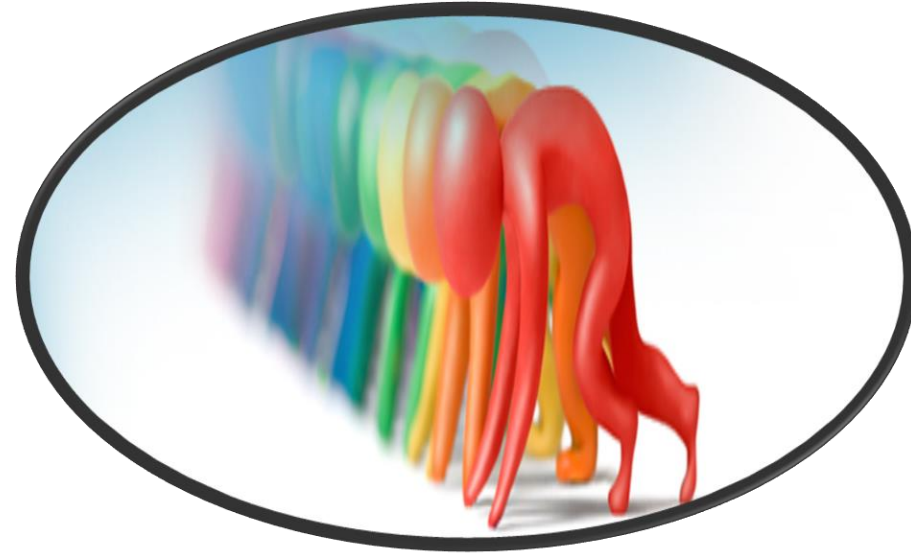
- ✓ Review Of Engineering Services
- ✓ Review Of Soft Services

Key Critical Manpower

MONTH			April'19
S.NO	DESIGNATION	APPROVED STAFF	AVAILABLE In %
1	Site In-charge – (PMS & FMS)	3	100%
2	FOE	3	91%
3	Housekeeping supervisors	5	96%
4	H K Helpers	37	100%
5	Garden Supervisors	1	100%
6	Garden Helpers	14	100%
7	ASO / SO	1	100%
8	Head Gaurds	4	100%
9	Security Supervisor	3	81%
10	Security guards	51	68%
11	Electricians	5	100%
12	Plumbers	6	85%
13	STP Operators	5	97%
14	General Technicians	2	99%
15	Fire Safety Supervisor	1	100%
16	Fire Safety Stewards	4	100%
17	Gym Coach	1	97%
18	Tennis Coach	1	87%
19	Swimming Pool Coach	1	58%
20	Swimming Pool Operator	1	97%
21	Ride on Sweeping machine operator	1	100%

Engineering Services

- ❖ Critical Equipment Availability
- ❖ Vendor PPM Tracker
- ❖ In-House PPM Tracker
- ❖ AMC Tracker
- ❖ Analysis of Power(EB, DG) & Water Consumption(HMWS&SB)
- ❖ Major Activities Carried Out
- ❖ Major Incidents & Reporting
- ❖ Value Adds



Critical Equipment Availability

Equipment's					
S.No	Equipment's	Rating	Make/Supplier	No of Break Down	Availability in %
1	Transformers(2)	1500 kVA	PETE	-	100
2	DG's (2)	750 kVA & 625 kVA	Kirloskar	-	100
3	Lifts (23)	Passenger -1 (680 kgs, 10 persons) Service -1 (1000 kgs, 16 persons)	Johnson	3	100
4	STP	934 KLD	Revolve Engineers	-	100
5	WSP	540 KLD	Revolve Engineers	-	100
6	Fire – Jockey Pump(11)	7.5 HP	Grundfos	-	100
7	Fire – Main Pump(11)	60 HP	Grundfos	-	100
8	Fire – DG Pump(11)	75 HP	Greaves	-	100

Critical Equipment Status:

- Mechanical Ventilations Working good
- CCTV's Working Good
- As per schedule, Solar panel cleaning has been done
- WSP Hydro pneumatic pumps working good Condition.
- DG Sets Working Good Condition.
- STP Hydro pneumatic pumps working in good condition.

Test Reports WTP Outlet April-19

CUSTOMER NAME&ADDRESS		TEST REPORT NO.	VCR-1082-0419	S.NO	PARAMETERS	UNITS	TEST METHOD	RESULTS	LIMITS
				Physical & Chemical Parameters					
M/s. Aparna Property Management Services, Hyderabad		REPORT ISSUE DATE	25 th April 2019	1	PH	--	IS 3025P-11	7.7	6.50-8.50
				2	Conductivity	µs/cm	APHA	724.1	Not Specified
				3	Colour	Hazen	IS 3025 P-4	0.1	<5
				4	Turbidity	NTU	IS 3025 P-10	0.2	<1
				5	Total Dissolved Solids	mg/l	IS 3025 P-16	356	<500
		REGISTRATION NO.	VEL/341	6	Alkalinity to Phenolphthalein as CaCo3	mg/l	IS 3025 P-23	Nil	Not Specified
				7	Alkalinity to Methyl orange as CaCo3	mg/l	IS 3025 P-23	66.4	<200
				8	Total Hardness as CaCo3	mg/l	IS 3025 P-21	215.0	<200
				9	Non Carbonate Hardness as CaCo3	mg/l	IS 3025 P-21	148.6	Not Specified
				10	Calcium as Ca	mg/l	IS 3025 P-40	41.2	<75
SAMPLE DESCRIPTION	WTP water-outlet	REGISTRATION DATE	10 th April 2019	11	Magnesium as Mg	mg/l	IS 3025 P-46	18.5	<30
				12	Sodium as Na	mg/l	IS 3025 P-45	9.3	Not Specified
SAMPLE SITE	Aparna, Aura	ANALYSIS STARTING DATE	12 th April 2019	13	Potassium as K	mg/l	IS 3025 P-45	1.4	Not Specified
				14	Iron as F	mg/l	IS 3025 P-53	0.2	<0.3
				15	Silica as SiO2	mg/l	APHA	7.5	Not Specified
		ANALYSIS COMPLETION DATE	18 th April 2019	16	Fluoride as F	mg/l	APHA	0.3	<1.0
		STORAGE CONDITION	0-4 c	17	Chlorides as Cl	mg/l	IS 3025 P-32	81.7	<250
QUANTITY RECEIVED		1000 ml	18	Sulphates as SO4	mg/l	IS 3025 P-24	18.4	<200	
			19	Nitrates as NO3	mg/l	IS 3025 P-34	9.1	<45	
SAMPLE COLLECTED OR SUBMITTED		By Client	20	Chlorine Demand	mg/l	APHA	0.3	<1.0	

Vendor PPM



Month	March-19			April-19		
Trend	Planned	Completed	Pending	Planned	Completed	Pending
Lifts	02-03-2019	31-03-2019	-	01-04-2019	30-04-2019	-
Hydro pneumatic Pumps	22-03-2019	25-03-2019	-	23-04-2019	27-04-2019	-
Fire DG	20-04-2019	29-03-2019	-	25-04-2019	30-04-2019	-

AMC Tracker

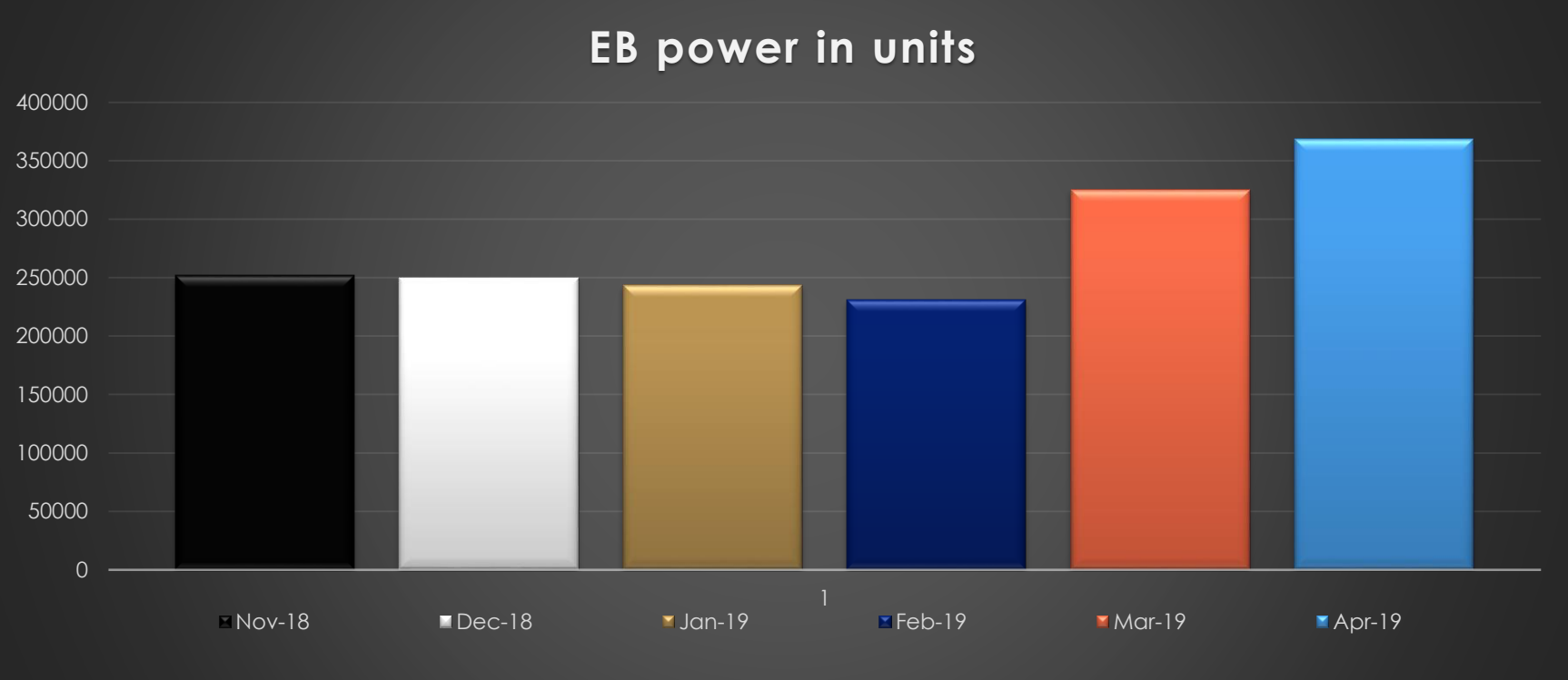


S.NO	Equipment Details	Vendor Name	Type of AMC	AMC Start Date	AMC End Date	Status
1	Hydro pneumatic Pumps	Grundfos Pumps India Pvt Ltd	Non Comprehensive	01.03.2019	28.02.2021	INPROGRESS
2	Lifts	Johnson Lifts	Comprehensive	01.01.2018	31.12.2018	INPROGRESS
3	Fire DG	Poweron Engineers	Non Comprehensive	01.03.2019	28.02.2020	INPROGRESS
4	DG Set	Bhagyanagar Diesel	Non Comprehensive	01.08.2018	31.07.2020	INPROGRESS
5	Swimming Pool	Clearwater Pools Pvt Ltd	Non Comprehensive	01.12.2018	30.11.2019	INPROGRESS

Power Consumption

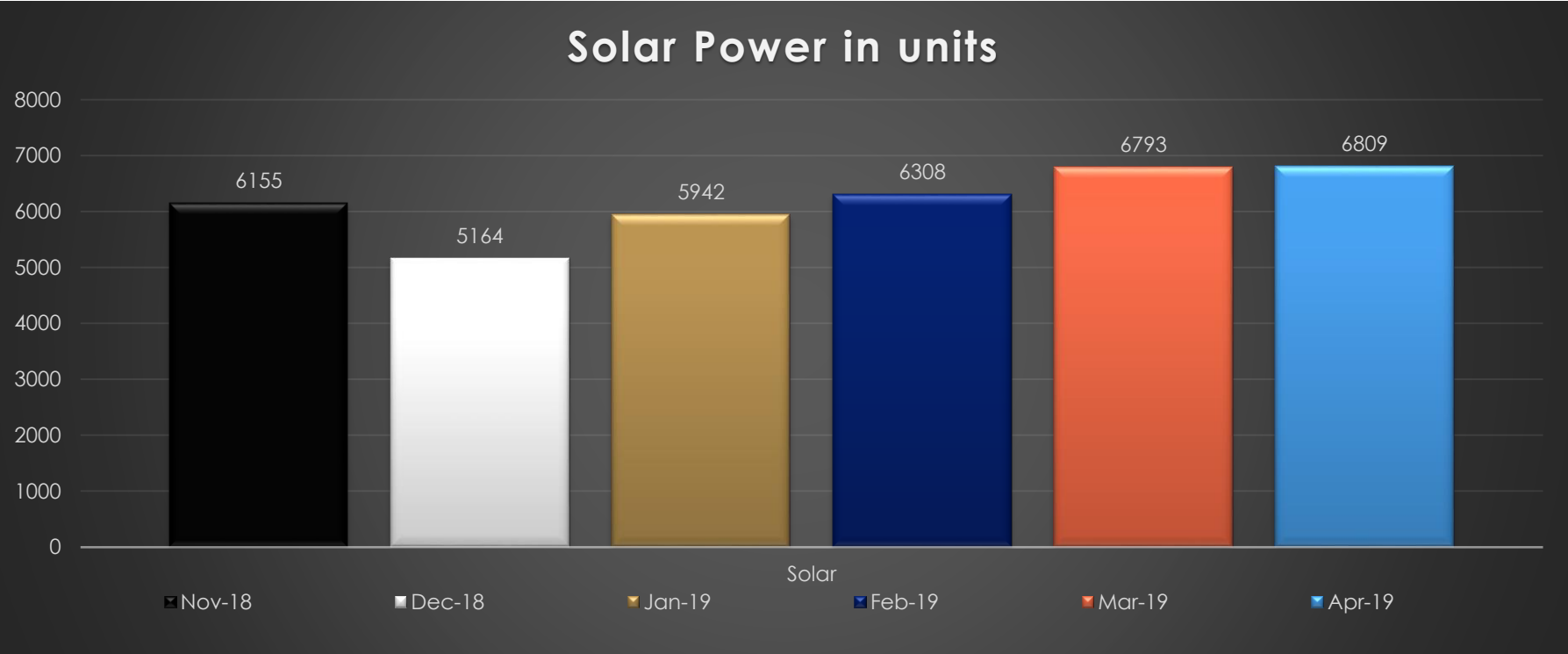


	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19
EB Power in units	251600	249700	243800	230900	325100	368800



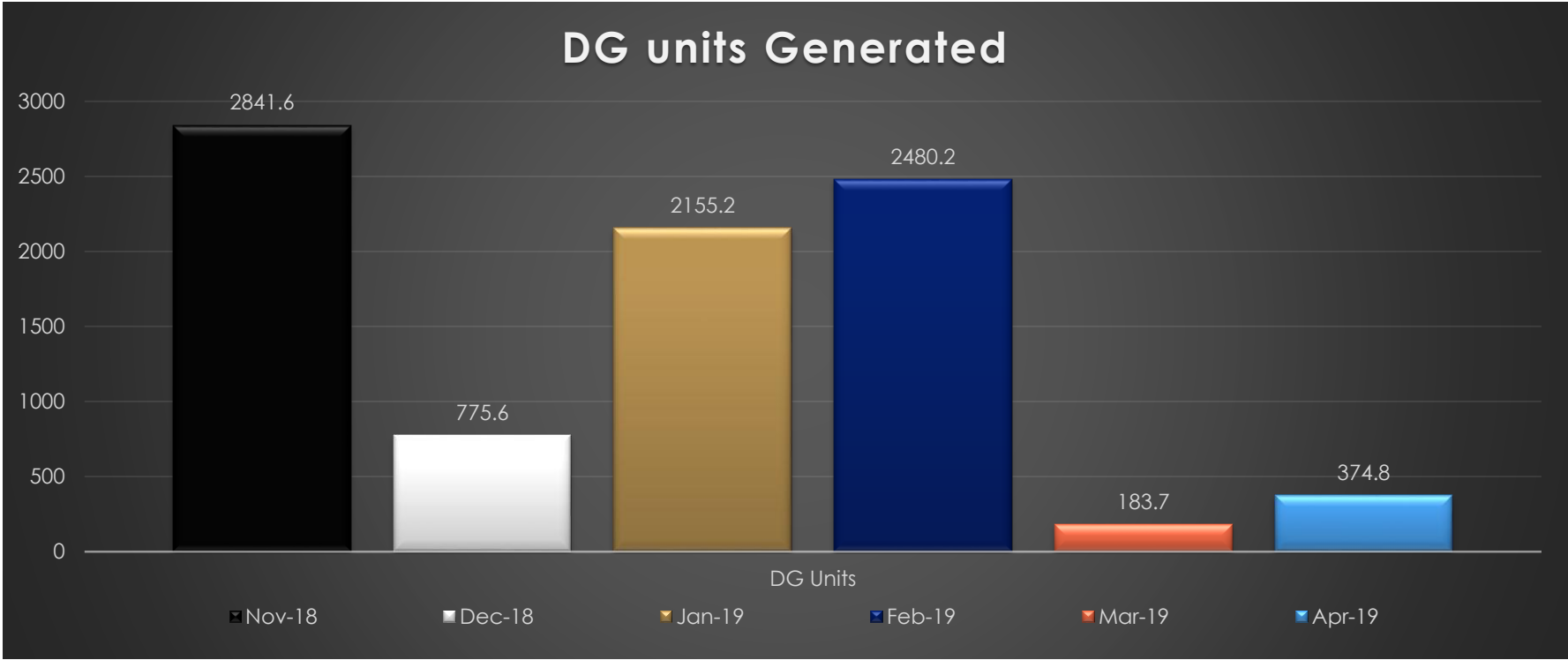
Generated solar power units

	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19
Solar	6155	5164	5942	6308	6793	6809



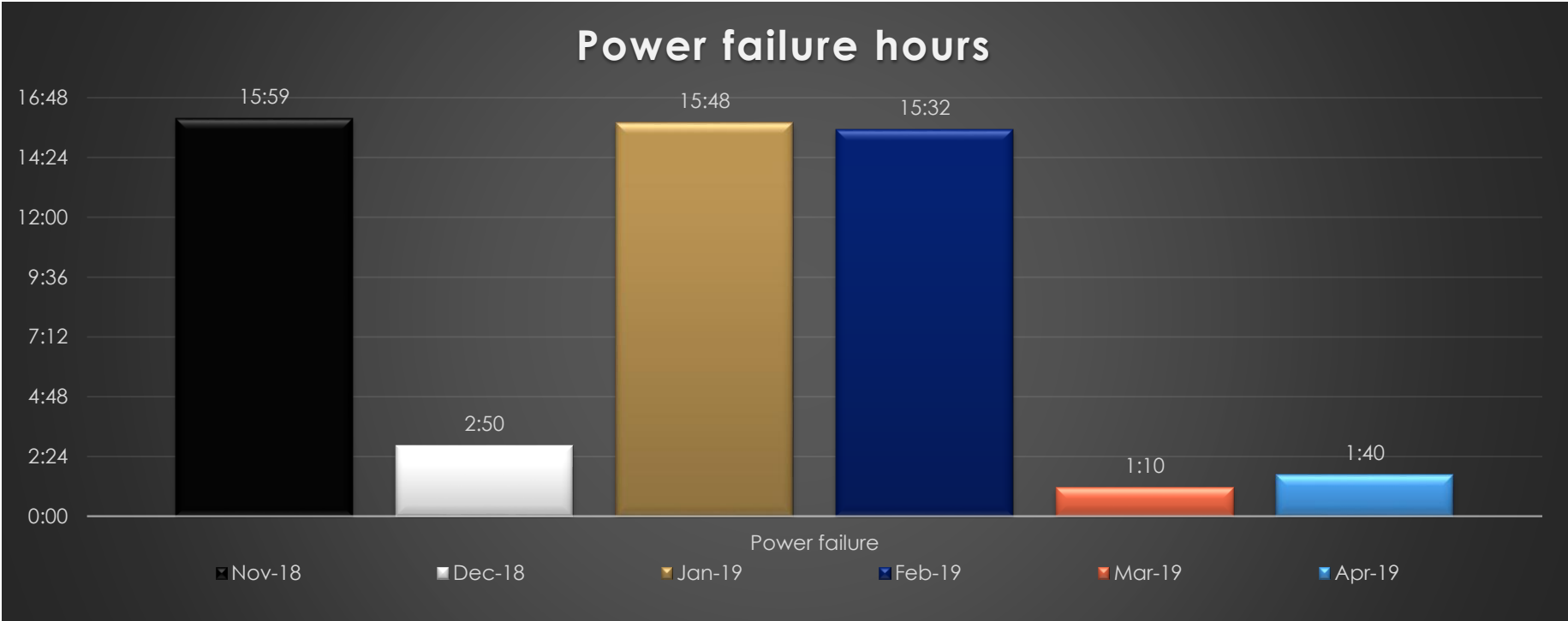
Generated DG units

	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19
DG Units	2841.6	775.6	2155.2	2480.2	183.7	374.8



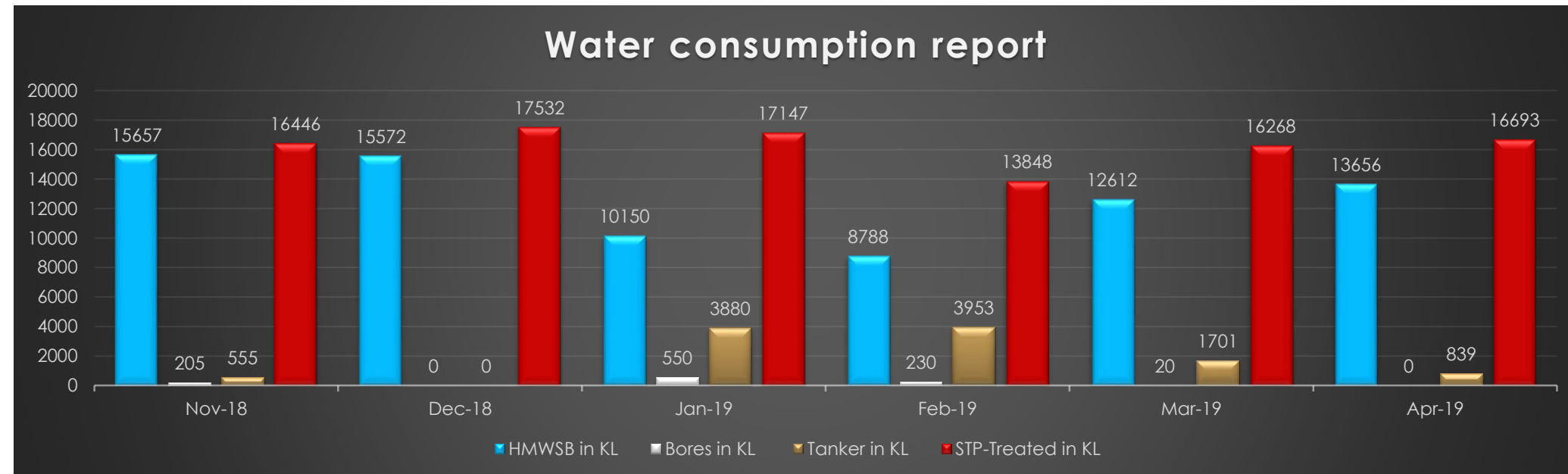
Power failure hours

	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19
Power failure	15:59	2:50	15:48	15:32	1:10	1:40



Water Consumption

Water source	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19
HMWSB in KL	15657	15572	10150	8788	12612	13656
Bores in KL	205	0	550	230	20	0
Tanker in KL	555	0	3880	3953	1701	839
STP-Treated in KL	16446	17532	17147	13848	16268	16693



Major Incidents/Break Downs



- ✓ H-Block fire pump impeller has been damaged, the pumps kept in manual for 7 days due to motor sent for repair.
- ✓ I-Passenger lift stuck on dated 14/04/19, restore time: 10 mins
- ✓ I-Passenger lift stuck on dated 27/04/19, restore time: 10 mins
- ✓ I-Passenger lift stuck on dated 03/04/19, restore time: 05 mins
- ✓ Swimming pool under shout down for two days(26/04/2019 and 27/04/2019) due to water less clarity
- ✓ Two pool pumps sent to stores for repairing purpose, replaced spares are as follows (Re winding work done, bearings, water seal and impeller has been replaced).

Statutory Compliances

License Renewal –Site Operations

Sr.No	Description	Expiry	Frequency
1	Fire NOC Inspection & Renewal	02-02-2021	-

Soft Services

- ❖ HK Critical machinery
- ❖ Board Call Summary
- ❖ Periodical cleaning snaps
- ❖ H/K Consumables
- ❖ Pest Control
- ❖ Gardening
- ❖ Sample Snaps
- ❖ Major Works Carried Out



Housekeeping Critical Machinery

S.NO	NAME OF EQUIPMENT	QTY	PURPOSE OF USE	AVAILABILITY OF EQUIPMENT
1	RIDE ON SWEEPING MACHINE	1	CLEANING OF WET CARPET AREA, CAFETERIA FLOOR, AND DRAINAGE CLEANING	100%
2	FLOOR SCRUBBING MACHINE	2	SCRUBBING OF TILES AND HARD FLOORS, SCRUBBING OF TOILET FLOORS	100%
3	GLASS CLEANING KIT	3	CLEANING OF WINDOW GLASS, DOOR GLASS AND GLASS WALLS	100%
4	MOP TROLLEYS	12	FOR WET MOPPING OF FLOOR & CAFETERIA	100%
5	GARBAGE TROLLY	8	FOR WET & DRY GARBAGE REMOVING	100%
6	PRESSURE JET MACHINE (Shared)	1	TO CLEAN THE HARD SURFACES & REMOVES HARD STAINS FROM THE FLOOR	Once in every 3 Months

Board Call Summary

Board Call Summary				
Nature Of Complaint	April' 19			
	Previous pending	Received	Closed	Pending
Civil	48	19	10	67
Electrical	08	99	99	08
Carpenter	0	113	113	0
Gas	05	51	52	04
Plumbing	01	259	256	04
Total	62	541	530	83

Periodical Cleaning Services Snaps



Block Terrace Services



Cellars Cleaning Services



Gutters Cleaning Services



Lifts cleaning Services



Fire Extinguishers Services



Lift Rooms Services



CH Deep Cleaning Services



Cob Webs Removal

Housekeeping & Garden Consumables

House Keeping Consumables		
S. No.	Description	Qty
1	Soap oil (Ltrs)	0
2	Mops (No's)	50
3	Dusting Bags (No's)	0
4	Soft Brooms (No's)	60
5	Freshener (Ltrs)	10
6	Hand Wash (Ltrs)	10
7	Hard Brooms (Nos)	0
8	Super Chemical (Ltrs)	10
9	Multipurpose Chemical (Ltrs)	30
10	Toiler Cleaner (Ltrs)	10
11	Glass Cleaner (Ltrs)	0
12	Naphthalene Balls (kgs)	2
13	Odonils (No's)	0
14	Acid (Ltrs)	0
15	Scratch pads (No's)	0

Horticulture - Pesticides/Fertilizers and Fungicides		
S.No	Pesticides/Fertilizers and Fungicides	Qty
1	Varmicompost (Kgs)	800
2	Chloropyriphos (Ltrs)	500ml
3	Imidaclopride (Ltrs)	350ml
4	Dhanvit (Ltrs)	350ml
5	Ezee (Ltrs)	400ml
6	15-15-15 (Kgs)	0
7	17-17-17 (Kgs)	50
8	Urea (Kgs)	40
9	Blitox (Kgs)	150gm
10	Glycil (Ltrs)	150ml
11	Phorate (Kgs)	200gm

Pest Control Management

S.No	Activity
1	Rat trap checking
2	Snake Control
3	General Pesticide
5	Avenging operation in External Area
6	Fogging of common area

Trend	Common Areas				All
Month	Fogging	Rat catching	Snake Catching	Lizard	Total pest
March'19	08	0	0	0	08
April'19	08	0	0	00	08
total	08	01	00	00	16

Gardening Management



S.No	Activity
1	Pruning
2	Cutting
3	General Pesticide
5	Weeding in Lawn Area
6	Mulching

Trend	Common Areas					All
Month	Pruning	Cutting	Mulching	Weeding	Pesticide	Total
March'19	6	15	18	26	08	73
April'19	4	22	20	28	08	82
Total	10	37	38	54	16	155

Major Activities Carried Out

Electrical



- ✓ Two Transformers oil BDV test done, the report value is 60 KV and remarks are satisfactory.
- ✓ PLC controller (Main PCC panel) UPS has been replaced .
- ✓ STP Panel PPM work was done in April 01st week.
- ✓ Fire panel PPM work was done in April 2nd week.
- ✓ WSP Panel PPM work was done in April 3rd week.
- ✓ Zone-2 solar fencing battery charger replaced.
- ✓ All default lights has been replaced in cellar and sub-cellar.
- ✓ DG sets general servicing was done by authorized vendor.

Plumbing

- ✓ PRV pressure checking done for all blocks, all are working good.
- ✓ C-Block 6 series first PRV has been replaced.
- ✓ All chambers cleaning done second week
- ✓ All gutter cleaning done in first week.
- ✓ MBR line blockage cleared @ E-block 704 flat (E-804 resident complaint as blockage occurring frequently).
- ✓ As periodically, Salt regeneration process was done in WSP
- ✓ Blockage cleared @ B-block sewage line & kitchen line
- ✓ 75 mm kitchen line blockage cleared @ C-block
- ✓ Podium drain line cleaned as periodically

FIRE & SAFETY:

- ✓ H-Block DG pump battery has been replaced (Specifications: 12V, 180 Ah).
- ✓ Extinguishers total 47 no's (CO2-06, ABC-21, H2O-20) sent outside for refilling purpose .
- ✓ Periodical training has been conducted, slides are presented in next slide.
- ✓ A-Block NRV's total 03 no's has been replaced.
- ✓ B-Block NRV 01 no has been replaced.
- ✓ B-Block Air release valve has been replaced.
- ✓ All blocks fire pumps sluice valves preventive maintenance has been done.
- ✓ All pumps trail runs has been done as periodically.
- ✓ All blocks podium Hose box condition has been checked.

Fire Drill Snaps



Classification of Fires and extinguishers demonstration

Other Matters & Key Approvals From Society

Lead The Future

