



MONTHLY MANAGEMENT REPORT

Sarovar Grande

Aparna Property Management Services Pvt. Ltd.

March - 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:

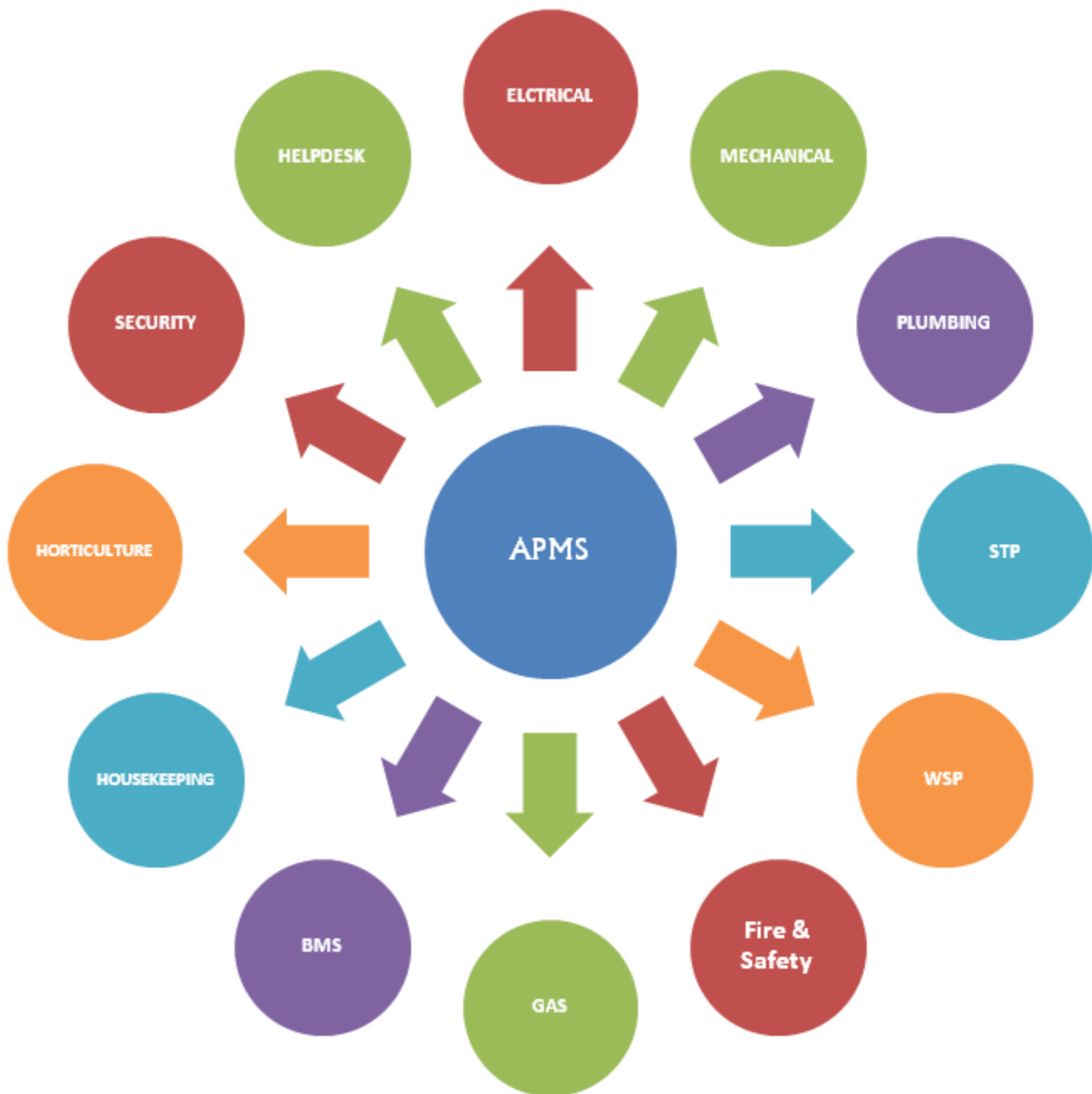
1. Equipment Status
2. Planned Preventive Maintenance
3. Power Consumption Analysis
4. Power Failure Analysis
5. DG Generated Power KWH
6. WSP Water Test Reports
7. STP Water Test Reports
8. Fire Safety
9. Complaints

Soft Services:

1. Horticulture Critical Machinery
2. Horticulture Consumables

REPORTS

❖ Scope and nature of service



MMR REPORT FOR THE MONTH OF MARCH-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	Sr. Executive - PMS	1				1	31	100%
2	Engineer - Facilities	1				1	31	100%
3	Supervisor - Facilities	1				1	31	100%
4	Administrative Support	2				2	62	100%
5	Housekeeping Supervisors	4				4	124	100%
6	H K Workers	31				31	961	100%
7	Security Officer	1				1	31	100%
8	Security Supervisors	1			1	2	62	100%
9	Head Guards	5			5	10	301	97%
10	Security Guards	18			17	35	68	6%
11	Lady Security Guards	1				1	31	100%
12	Electricians	1	1		1	3	93	100%
13	Plumbers	4	1	1	1	7	198	91%

S.no	Particulars	Shift				Manpower (Nos.)	Man power Present days	Man power%
		General	A	B	C			
14	Sweeping Machine Operator	1				1	31	100%
15	STP Operators	2	1	1	1	5	147	95%
16	Garden Supervisors	1				1	31	100%
17	Garden Helpers	13				13	403	100%
18	Technicians	2				2	62	100%
19	Safety Supervisor	1				1	31	100%
20	Safety Stewards	1	1	1	1	4	124	100%
Club House:								
21	Front Office Executive	1		1		2	62	100%
22	House keeping supervisors	1				1	29	94%
23	Housekeeping Workers	5				5	147	95%
24	Security guards		1		1	2	62	100%
25	Swimming PoolOperator	1				1	31	100%

S.no	Particulars	Shift				Manpower (Nos.)	Man power Present days	Man power%
		General	A	B	C			
26	Gym, Tennis, Badmtnton and Swimnrng Pool Coaches	4				4	118	95%

TECHNICAL SERVICES**1. Equipment Status**

Sarovar Grande - Equipment Status as on 31-3-2019								
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	1	0				
	3	CTPT	1	0				
	4	5 Panel	1	0				
Electrical Distribution System(LT)	5	Transformers	3	0				
	6	Main Pcc Panel	3	0				
	7	APFCR	3	0				
	8	Common Supply Panel	9	0				
	9	Bus Duct	18	0				
	10	Distribution Board	18	0				
	11	VCB	7	0				
	12	ACB	15	0				
	13	Landscape Lighting Panel	0	0				
	14	Club House Panel	1	0				
	15	Lighting Arrestor	20	0				
	16	Total No. Of Lights	5834	55				15 days
Elevators & Backup Power	17	Lifts	29	0				
	18	DG Sets	6	0				
	19	ARD Batteries	29 Sets	-				
	20	Partial / Full Backup	100%	-				
Ground Water Source	21	Borewells	6	0				
Metro Water Supply	22	HMWS & SB Meter	1	0				
Water Distribution System	23	DWS	Yes	-				
	24	FWS	Yes	-				
	25	PRV's	735	0				
	26	Sewerage System	Yes	-				
Landscape Water Distribution	27	Irrigation Pumps	5	0				
	28	Irrigation Pump Panels	5	0				
	29	Irrigation Sprinkler Automation System	Auto	-				
Water Features	30	Water Body Pumps	4	0				
	31	Fountain	7	2(2)				158 days
De-watering System	32	Storm Water Pump	8	0	8	0	0	
	33	Oozing Pumps	8	0	8	0	0	
Rain Water System	34	Excess Rain Water Pump	6	0	6	0	0	
	35	Rain Water Harvesting Pits	34	0				
Swimming Pool	36	Indoor Pool Pumps	0	0				
	37	Outdoor Pool Pumps	11	1				138 days
	38	Baby Pool	Yes	-				
Security	39	Boom Barrier	4	0				
	40	Solar Fencing	2	0				
	41	CCTV	91	0				
Reticulated Piped Gas	42	Gas Bank & Chambers	5&9	-				

Sarovar Grande - Equipment Not Working Data			
Category	Total No. Of Lights	Fountain	Outdoor Pool Pumps
S.No	16	31	37
Description of Issue	Lights not working	Pump not working	Pump not working
Root Cause	Due to drivers & LED problem	Due to winding, bearings and impeller damaged	Due to rotor shaft jammed and bearings damaged
Action Required / Planned	Sent for repair	Sent for repair, M/s. Clear water pools replaced one new pump	Sent for repair, M/s. Clear water pools replaced one new pump
Pending from days	15	158	138
Estimation Date	-	-	-
Responsibility	Society	APMS & M/s. Clear water pools	APMS & M/s. Clear water pools
Notified to the concerned	Society	Society	Society

2. Planned Preventive Maintenance

Vendor PPM

Category:STP

Asset Name:STP Air blower

Location:A-block,b-1

Description:Air filter is changed

Status:completed

Date:09-03-2019



Before work completion



After work completion

Category:sd fdsf

Asset Name:sd fsd fsd

Location:ewrewr

Description:ewrwe

Status:werewrew

Date:09-03-2019



Before work completion



After work completion

3. Power Consumption Analysis

Units	January	February	March
EB Power Units (KVAH)	226950	236300	263250
Solar Power Units (KWH)	13679	15371	16173
DG Units Generated (KWH)	2146	360	593

4. Power Failure Analysis

Units	January	February	March
Power Failure (Hrs)	10:42	3:48	3:22
Diesel Consumed (Ltrs)	1204	420	327

5. DG Generated Power KWH

S.No	Block	Power Failure (Hrs)	DG Running (Hrs)	DG Units (KWH)	Diesel Consumed (Ltrs)	Diesel filled (Ltrs)
1	A	03:22:00	1.5	181	55	0
2	B	03:22:00	1.8	99	113	0
3	C	03:22:00	1.7	97	25	0
4	D	03:22:00	1.6	29	57	0
5	E	03:22:00	1.6	64	27	0
6	F	03:22:00	1.6	123	50	0

6(a). WSP-Inlet Water Test Report**TEST REPORT**

Customer Name & Address		Test Report No.VCR-1806-0319	VCR-1806-0319
M/s. Aparna Property Management Services, Hyderabad.		Report Issue Date	30-03-2019
		Registration No.	VEL/241A
		Registration Date	19-03-2015
		Customer Reference	--
Sample Description	WSP - Inlet	Reference Date	01-01-1970
		Analysis Starting Date	19-03-2016
Sample Site	Sarovar Grande	Analysis Completion Date	19-03-2022
		Storage Condition	0-4 c
		Condition Upon Receipt	Acceptable
Quantity Received		1000 ml	
Sample Collected or Submitted		by client	

TEST RESULT

S.No	Parameters	Units	Test Method	Results	LIMITS
Physical & chemical Parameters					
1	pH	-	IS 3025 P-11	7.8	6.50-8.50
2	Conductivity	ps/cm	APHA	468.0	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	280.8	<500
6	Alkalinity to Phenolphthalein as CaCO ₃	mg / l	IS 3025 P-23	-	Not Specified
7	Alkalinity to methyl orange as CaCO ₃	mg / l	IS 3025 P-23	50.2	<200
8	Total Hardness as CaCO ₃	mg / l	IS 3025 P-21	210.4	<200
9	Non carbonate hardness as CaCO ₃	mg / l	IS 3025 P-21	160.2	Not Specified
10	Calcium as Ca	mg / l	IS 3025 P-40	42.6	<75
11	Magnesium as Mg	mg / l	IS 3025 P-46	13.5	<30
12	Sodium as Na	mg / l	IS 3025 P-45	5.6	Not Specified
13	Potassium as K	mg / l	IS 3025 P-45	1.5	Not Specified
14	Iron as Fe	mg / l	IS 3025 P-53	0.1	<0.3
15	Silica as SiO ₂	mg / l	APHA	7.6	Not Specified
16	Fluoride as F	mg / l	APHA	0.2	<1.0
17	Chlorides as Cl	mg / l	IS 3025 P-32	84.6	<250
18	Sulphates as SO ₄	mg / l	IS 3025 P-24	10.3	<200
19	Nitrates as NO ₃	mg / l	IS 3025 P-34	4.5	<45
20	Chlorine demand	mg / l	APHA	0.3	<1.0

6 (b). WSP-Outlet Water Test Report**TEST REPORT**

Customer Name & Address		Test Report No.	VCR-
M/s. Aparna Property Management Services, Hyderabad.		Report Issue Date	
		Registration No.	
		Registration Date	
		Customer Reference	
Sample Description	WSP - Outlet	Reference Date	
		Analysis Starting Date	
Sample Site	Sarovar Grande	Analysis Completion Date	
		Storage Condition	
		Condition Upon Receipt	
Quantity Received			
Sample Collected or Submitted			

TEST RESULT

S.No	Parameters	Units	Test Method	Results	LIMITS
Physical & chemical Parameters					
1	pH	-	IS 3025 P-11		6.50-8.50
2	Conductivity	ps/cm	APHA		Not Specified
3	Colour	Hazen	IS 3025 P-4		<5
4	Turbidity	NTU	IS 3025 P-10		<1
5	Total Dissolved Solids	mg / l	IS 3025 P-16		<500
6	Alkalinity to Phenolphthalein as CaCO ₃	mg / l	IS 3025 P-23		Not Specified
7	Alkalinity to methyl orange as CaCO ₃	mg / l	IS 3025 P-23		<200
8	Total Hardness as CaCO ₃	mg / l	IS 3025 P-21		<200
9	Non carbonate hardness as CaCO ₃	mg / l	IS 3025 P-21		Not Specified
10	Calcium as Ca	mg / l	IS 3025 P-40		<75
11	Magnesium as Mg	mg / l	IS 3025 P-46		<30
12	Sodium as Na	mg / l	IS 3025 P-45		Not Specified
13	Potassium as K	mg / l	IS 3025 P-45		Not Specified
14	Iron as Fe	mg / l	IS 3025 P-53		<0.3
15	Silica as SiO ₂	mg / l	APHA		Not Specified
16	Fluoride as F	mg / l	APHA		<1.0
17	Chlorides as Cl	mg / l	IS 3025 P-32		<250
18	Sulphates as SO ₄	mg / l	IS 3025 P-24		<200
19	Nitrates as NO ₃	mg / l	IS 3025 P-34		<45
20	Chlorine demand	mg / l	APHA		<1.0

7(a). STP-Inlet Water Test Report**TEST REPORT**

Customer Name & Address		Test Report No.	VCR-
M/s. Aparna Property Management Services, Hyderabad.		Report Issue Date	19-03-2029
		Registration No.	
		Registration Date	30-11--0001
		Customer Reference	
Sample Description	STP - Inlet	Reference Date	30-11--0001
		Analysis Starting Date	30-11--0001
Sample Site	Sarovar Grande	Analysis Completion Date	30-11--0001
		Storage Condition	
		Condition Upon Receipt	
Quantity Received			
Sample Collected or Submitted			

TEST RESULT

S.No	Test Parameters	Units	Results
Physical & chemical Parameters			
1	pH	-	7.09
2	Total Dissolved Solids	mg / l	965
3	Total Suspended Solids	mg / l	51
4	Chemical Oxygen Demand	mg / l	129
5	Biological Oxygen Demand (3 Days @ 27°C)	mg / l	48
6	Chlorides as Cl	mg / l	
7	Sulphates as SO_4	mg / l	204
8	oil & grease	mg / l	2.2
9	Total Hardness as CaCO_3	mg / l	
10	Calcium as Ca	mg / l	
11	Total Alaklinity as CaCO_3	mg / l	
12	Nitrates as NO_3	mg / l	
13	Color	-	
14	Odour	-	
15	Turbidity	NTU	

7(b). STP-Outlet Water Test Report**TEST REPORT**

Customer Name & Address		Test Report No.	VCR-
M/s. Aparna Property Management Services, Hyderabad.		Report Issue Date	19-03-2029
		Registration No.	
		Registration Date	30-11--0001
		Customer Reference	
Sample Description	STP - Outlet	Reference Date	30-11--0001
		Analysis Starting Date	30-11--0001
Sample Site	Sarovar Grande	Analysis Completion Date	30-11--0001
		Storage Condition	
		Condition Upon Receipt	
Quantity Received			
Sample Collected or Submitted			

TEST RESULT

S.No	Test Parameters	Units	Results	CPCB NORMS (land for irrigation)
Physical & chemical Parameters				
1	pH	-	5.5 - 9.0	7.64
2	Total Dissolved Solids	mg / l	480	<21.00
3	Total Suspended Solids	mg / l	28	<200
4	Chemical Oxygen Demand	mg / l	87	<250
5	Biological Oxygen Demand (3 Days @ 27°C)	mg / l	33	<100
6	Chlorides as Cl	mg / l		<600
7	Sulphates as So ₄	mg / l	12	<1000
8	oil & grease	mg / l	1.9	<10
9	Total Hardness as Caco ₃	mg / l		Not specified
10	Calcium as Ca	mg / l		Not specified
11	Total Alaklinity as Caco ₃	mg / l		Not specified
12	Nitrates as No ₃	mg / l		Not specified
13	Color	-		Not specified
14	Odour	-		Not specified
15	Turbidity	NTU		Not specified

8(a). Fire Safety

Fire Safety Equipment Status as on 31-3-2019							
S.No	Description	Sarovar Grande		Fire Pumps Status			Total Downtime (Hrs/days) of all Equipment
		Total	Not Working	Auto	Manual	Off	
1	Jockey Pump	9	0	9	0	0	
2	Main Pump	10	0	10	0	0	
3	DG Pump	9	0	9	0	0	
4	Booster Pump	1	0	1	0	0	
5	Dewatering Pumps	9	0	9	0	0	
6	Yard Hydrant Points	59	0				
7	Cellar Hydrant Points	30	0				
8	Sub Cellar Hydrant Points	30	0				
9	Fire Hose Reel Drums	203	0				
10	Fire Alarm System	10	0				
11	Public Addressing System	10	0				
12	Fire Extinguishers	921	0				
13	Carbon Emission System	125	0				
14	Flow Annunciator Panels - Fire Sprinkler	10	0				
15	CP Hoses	652	0				
16	Fire Alarm Repeater Panels	3	0				
17	Sprinkler Charged (floor wise)	203	0				
18	Fire Mock Drill & Emergency Evacuation	Prev: 22-12-2018	Next: 22-06-2019				
19	No. of False Alarms	0	0				
20	Wet Raisers	20	0				
21	Sub Cellar-3 Hydrant Points	1	0				
22	Group Indication Panel	1	0				

9(b). Status of Fire NOC Renewals as on 31-03-2019

SAROVAR GRANDE FIRE NOC DETAILS			
S.No	Block	Valid up to	Name Changed to Society
1	Block - A	01-09-2021	Yes
2	Block - B	01-09-2021	Yes
3	Block - C	01-09-2021	Yes
4	Block - D	01-09-2021	Yes
5	Block - E	01-01-2022	Yes
6	Block - F	01-01-2022	Yes
7	Block - G	01-01-2022	Yes
8	Block - H	01-01-2022	Yes
9	Block - I	01-01-2022	Yes
10	Club House	01-01-2022	Yes

9 (a). Fire Safety Preparedness & Fire Alarm Operation Training

Sarovar Grande



10. Apna Complex Complaint Report

Complaint Category	Previous Pending	Opened	Resolved	Total Outstanding	No Escalation	Escalated to L2	Escalated to L3
Carpentry	2	100	101	1	84.54%	10.54%	4.92%
Civil	8	22	25	5	92.99%	5%	2.01%
Club House	17	6	5	18	100%	0	0
Electrical	5	102	99	8	89.65%	5%	5.35%
Fire & Safety	3	6	6	3	100%	0	0
General	21	37	27	31	85.18%	11.11%	3.7%
Horticulture	3	4	3	4	100%	0	0
Housekeeping-Common area	3	9	8	4	100%	0	0
Intercom	22	36	40	18	97.5%	2.5%	0
Internet	1	2	2	1	100%	0	0
Lifts	-	3	2	1	100%	0	0
parking management	1	4	4	1	100%	0	0
Plumbing	4	171	170	5	96.72%	1.25%	2.03%
Reticulated Gas-Consumption	3	29	29	3	97.77%	0	2.23%
Security	7	7	7	7	87.5%	0	12.5%
Suggestions	10	3	-	13	0	0	0
UPVC - Rollers	5	12	10	7	100%	0	0
Vendors	-	4	2	2	100%	0	0
Water Supply	1	-	-	1	0	0	0
Waterbodies	1	1	-	2	0	0	0
Total	117	558	540	135	94.07%	3.51%	2.4%

SOFT SERVICES**1. Horticulture Consumables**

Horticulture - Pesticides / Fertilizers and Fungicides Consumption Report for			
S.No	Pesticides / Fertilizers and Fungicides	UOM	Qty
1	Varmicompost (organic manure)	Kgs	1960
2	Chloropyriphos	Ltrs	-
3	Monocrotophos	Ltrs	-
4	Imidaclopride	Ltrs	-
5	Carbendazim	Kgs	-
6	Dhanvit	Ltrs	0.15
7	Multinutrient Solution	Ltrs	-
8	Furadon (G)	Kgs	-
9	Phorate (G)	Kgs	-
10	NPK 19-19-19	Kgs	-
11	Acephate(75 SP)	Kgs	-
12	17-17-17	Kgs	-
13	Urea	Kgs	-
14	Potash	-	-
15	Dimethoate	Ltrs	-
16	Malathian	Ltrs	-
18	NPK 15-15-15	Kgs	-
19	2-4 D	Kgs	-
20	Glycil	Ltrs	-
21	NPK 16-16-16	Kgs	-
22	Thiomethaxion	Ltrs	0.3
24	Copper Oxychloride	Kgs	-
25	NPK 20-20-20	Kgs	-
26	Lambda cyhalothrin	Ltrs	-



THANK YOU