



MONTHLY MANAGEMENT REPORT

Sarovar Grande

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:

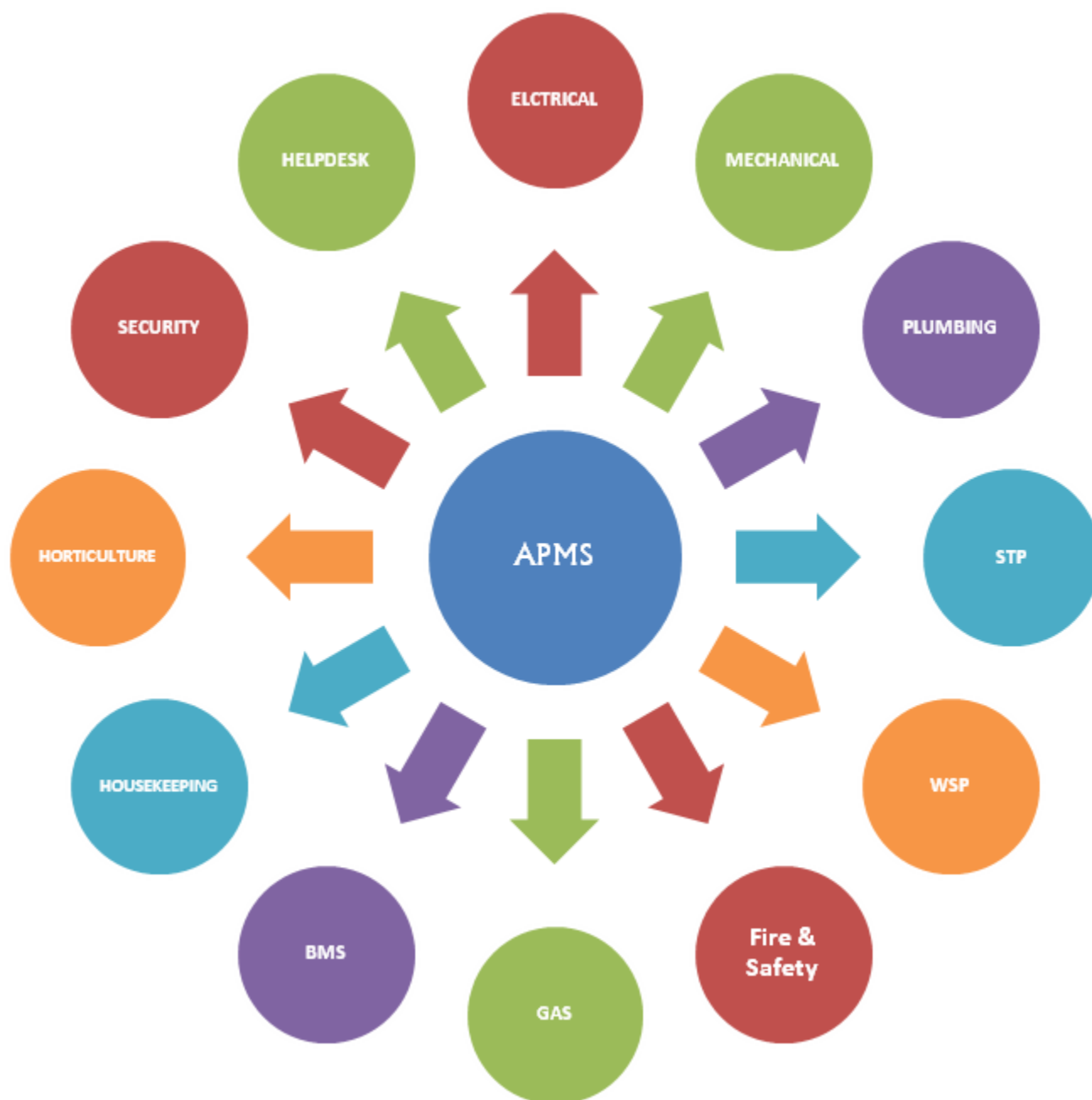
1. Equipment Status
2. Power Consumption Analysis
3. Power Failure Analysis
4. DG Generated Power KWH
5. STP Water Test Reports
6. Fire Safety
7. Complaints

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	Sr. Executive - PMS	1				1		
2	Engineer - Facilities	1				1		
3	Supervisor - Facilities	1				1		
4	Administrative Support	2				2		
5	Housekeeping Supervisors	4				4		
6	H K Workers	31				31		
7	Security Officer	1				1		
8	Security Supervisors	1			1	2		
9	Head Guards	5			5	10		
10	Security Guards	18			17	35		
11	Lady Security Guards	1				1		
12	Electricians	2				5		
13	Plumbers	4	1	1	1	7		

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

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		

TECHNICAL SERVICES**1. Equipment Status**

Sarovar Grande - 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	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	0				
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)				128 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	2				108 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	Fountain	Outdoor Pool Pumps
S.No	31	37
Description of Issue	Pump not working	Pump not working
Root Cause	Due to winding, bearings and impeller damaged	Due to rotor shaft jammed and bearings damaged
Action Required / Planned	Indent raised for procuring new pumps on 25.02.2019 (Indent no:8032)	Indent raised for procuring new pumps on 25.02.2019 (Indent no:8032)
Pending from days	128	108
Estimation Date	-	-
Responsibility	APMS	APMS
Notified to the concerned	Society	Society

3. Power Consumption Analysis

Units	December	January	February
EB Power Units (KVAH)	232250	226950	236300
Solar Power Units (KWH)	11256	13679	15371
DG Units Generated (KWH)	374	2146	360

4. Power Failure Analysis

Units	December	January	February
Power Failure (Hrs)	2:30	10:42	3:48
Diesel Consumed (Ltrs)	325	1204	420

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	03:48:00	1.9	97	76	0
2	B	03:48:00	2.6	76	79	0
3	C	03:48:00	2.2	66	84	0
4	D	03:48:00	1.7	20	54	0
5	E	03:48:00	2	39	80	0
6	F	03:48:00	1.8	62	47	0

6(a). Fire Safety

Fire Safety Equipment Status as on 28-2-2019							
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				

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

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

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

Sarovar Grande



8. Apna Complex Complaint Report

Complaint Category	Previous Pending	Opened	Resolved	Total Outstanding	No Escalation	Escalated to L2	Escalated to L3
Carpentry	-	62	60	2	95.83%	4.17%	0
Civil	8	10	10	8	95.8%	3%	1.2%
Club House	11	9	3	17	100%	0	0
Electrical	5	62	62	5	92.56%	1.01%	6.43%
Fire & Safety	4	4	5	3	100%	0	0
General	19	14	13	20	76.92%	7.69%	15.38%
Horticulture	2	2	1	3	100%	0	0
Housekeeping-Common area	2	4	3	3	100%	0	0
Intercom	7	40	25	22	100%	0	0
Internet	1	-	-	1	0	0	0
Lifts	1	3	3	1	90%	0	10%
parking management	1	1	1	1	100%	0	0
Pest control	-	1	1	-	100%	0	0
Plumbing	2	167	165	4	94.46%	0.54%	5%
Reticulated Gas	4	21	22	3	97.22%	2.78%	0
Security	7	3	3	7	100%	0	0
Suggestions	10	1	1	10	100%	0	0
UPVC	7	8	10	5	100%	0	0
Vendors	1	2	3	-	100%	0	0
Water Supply	1	-	-	1	0	0	0
Waterbodies	1	-	-	1	0	0	0
Total	94	414	391	117	96.16%	1.54%	2.3%

SOFT SERVICES**1. Horticulture Consumables**

Horticulture - Pesticides / Fertilizers and Fungicides Consumption Report for			
S.No	Pesticides / Fertilizers and Fungicides	UOM	Qty
1	Vermicompost (organic manure)	Kgs	700
2	Chloropyriphos	Ltrs	0.5
3	Monocrotophos	Ltrs	0
4	Imidaclopride	Ltrs	0.25
5	Carbendazim	Kgs	1
6	Dhanvit	Ltrs	-
7	Multinutrient Solution	Ltrs	-
8	Furadon (G)	Kgs	-
9	Phorate (G)	Kgs	-
10	NPK 19-19-19	Kgs	30
11	Acephate(75 SP)	Kgs	-
12	17-17-17	Kgs	-
13	Urea	Kgs	10
14	Potash	-	-
15	Dimethoate	Ltrs	1.5
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	1.25
24	Copper Oxychloride	Kgs	0.5
25	NPK 20-20-20	Kgs	-
26	Lambda cyhalothrin	Ltrs	-



THANK YOU