

WinAOA Maintenance Responsibility and Charges Card

This document clearly outlines the responsibilities and cost-bearing parties for various maintenance tasks in Shipra Sun City Phase-2.

1. Electrical Work

Type of Work	RWA	Third Party	Flat Owner	Shared by Block (16 flats)
Electric wiring fault to main panel (block/road)	✓			
Electric meter and supply to meter		PVVNL		
Electric panel change/modification				✓
From meter to residence	Labor		Material	
Backup related issues		Backup Office		
Electric work inside flat (maintenance only for existing switches)	Labor		Material	
Switches/Fans/other appliances installation			✓	
Block common area bulbs	Labor			Material

2. Plumbing Work

Type of Work	RWA	Third Party	Flat Owner	Shared by Block (16 flats)
Fixing sanitary valves - Labor	Labor		Material	
New sanitary installation/replacement			✓	
Pipelines replacement inside the flat			✓	
Water pipelines, (Supply	Labor		Material	

line after Main water pipe lines in the society), Water tank				
Water tank (On the roof)	Labor		Material	
Main supply pipelines/motors (outside the block)	✓			

3. Sewage Work

Type of Work	RWA	Third Party	Flat Owner	Shared by Block (16 flats)
Fixing choked pipelines (opening)	✓			
Pipeline replacement inside flat			✓	
Pipeline replacement outside flat (Main sewage line)	✓			

4. Miscellaneous

Type of Work	RWA	Third Party	Flat Owner	Shared by Block (16 flats)
Wooden work			✓	
Welding work			✓	
Road cleaning	✓			
Stairs cleaning	✓			
Gardening inside flat boundary			✓	
Gardening outside flat boundary	✓			
Paint inside the flat			✓	
Block Paint				✓
Other block level work not mentioned above				✓

5. Seepage

Due to upstairs Flat:

Seepage from upstairs flat: The upstairs flat owner is responsible for fixing seepage issues arising from their bathroom or kitchen or due to any other modification. RWA plumber staff will help identify the root cause. Additional maintenance work will be charged as per the Plumbing Work section.

Due to supply pipe in the block/ Water tank on the roof:

RWA perform survey time to time to find out leakages but other block members should also identify such issues and inform maintenance helpdesk, RWA will supply labor to fix main tank issues and metrical cost will be borne by all 16 flat owners.

Its highly essential to identify seepage issues at very early stage and get it fixed to contain the damage done due to uncontrolled damage.